

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
April 20, 2015 | 10:30 a.m.

**Board Members present for all or part of the meeting:**

Gene Nelsen, Chair  
Fred Greder  
Caryl Swaim  
Lee Schoenewe  
Joan Scotter

**Board Members Not Present:**

Amanda Luscombe, Vice Chair

**Staff present:**

Toni Bright, Executive Officer  
Renee Paulsen, Licensing Specialist  
Lori SchraderBachar, Site Manager  
Pam Griebel, Assistant Attorney General

**Public:**

Michael Follett, Forsythe Appraisals

**Call to Order**

Call to Order by Nelsen at 10:36 a.m.  
Quorum was established

**Motion by Scotter to Approve the March 9, 2015 open and closed session minutes**

Seconded by Swaim

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed

**Board Member Recognition and Update**

Nelsen recognized and thanked Schoenewe for his time on the Board as a public member. Schoenewe was presented with a plaque for his time with the Board. His term ends on April 30. Bright recognized and thanked Greg Harms, who recently resigned. Bright will mail Harms' plaque.

**Work Product Review**

**Motion by Swaim to approve the work product of Michael Follett.**

Seconded by Schoenewe

VOTE: Aye: all      Nay: None      Abstaining: None

Motion passed

**Motion by Swaim to defer the work product of Adam Losey due to lack of exposure to the appraised properties and other weaknesses within reports.**

Seconded by Schoenewe

VOTE: Aye: all      Nay: None      Abstaining: None

Motion passed

### **Supervisor/Associate Course Discussion**

Bright wanted the board to be aware of scenarios that could arise for approval of the AQB required (effective 1/1/15) Supervisor/Associate Course. Bright discussed two different scenarios. Will the board accept other states' state-specific courses approval of these courses for Iowa? The other scenario would be state-specific courses (with other state laws) that are offered IN Iowa. Will the Board accept those for approval? Bright made the Board aware of a recent situation where non-approved coursework was offered IN Iowa but could not be approved for post-approval without a waiver based on the verbiage in the Administrative rules. **Motion by Schoenewe to approve any post-approval waivers submitted that are specific to the recent course taken in Iowa that had the law taught outside of our jurisdiction. All future courses must be pre-approved. Due to the limited number of associates & supervisors, the Board does not object to either scenario above.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

### **Board Member Reports**

None

### **Assistant Attorney General Report**

Griebel discussed the Rolling Review of Rules on the Administrative Rules 193F. Griebel mentioned that the board has done a good job with making progress on their rules. In preparation for the 2015 criteria, eight chapters were reviewed and updated. The board needs to develop a plan to review the other seven chapters.

### **Staff Reports**

SchraderBachar mentioned that the next newsletter will be published in May; if board members have any articles, they should submit them by May 1.

Bright discussed the UNI Real Estate Advisory Meeting she recently attended. While there, Bright encouraged UNI to re-apply for the AQB CAP degree program approval which expires in October 2015. Bright reported that the AQB approved Texas A & M as another real estate degree program. Bright also reminded the board that she will be attending the AARO conference in Nashville the end of April/first of May.

### **Public Comment**

None

### **Closed Session**

**Motion by Nelsen to go into closed session at 11:45 a.m. pursuant to Iowa Code section 21.5(1)(a) & (d) and 272C.6(4) to review pending licensee discipline cases and investigations.**

Second by Scotter

VOTE: Roll call: Greder, aye; Nelsen, aye; Schoenewe, aye; Swaim, aye; and Scotter, aye.

Motion carried.

**Open Session**

**Motion by Nelsen at 11:54 a.m. to return to open session.**

Seconded by Schoenewe

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

**Motion by Nelsen to release from consent order in case 13-29.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

**Motion by Nelsen to find probable cause in case 14-02.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

**Motion by Nelsen to accept signed consent agreement in case 15-02.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

The next meeting will be a teleconference on June 1st at 9:45 a.m.

**Adjournment**

The meeting was adjourned by Nelsen at 11:57 a.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

6/1/15  
DATE

Gene Nelsen  
By: Gene Nelsen, Chair