

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
Telephone Conference Call  
**June 3, 2016 | 2:00 p.m.**

Meeting Conducted by Telephone Conference Call because it was not practical or economically feasible to personally attend a meeting for the limited agenda.

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

Fred Greder (joined at 2:07)	Amanda Luscombe, Chair
Bob Felderman (joined at 2:18)	Gene Nelsen, Vice Chair
Joan Scotter	Caryl Swaim

**Staff present:**

Brandy March, Executive Officer	Tracy Lindgren, Licensing Specialist
Luke Dawson, Assistant Attorney General	Lori SchraderBachar, Site Manager

**Public:** None

**Call to Order**

Call to Order by Luscombe at 2:03 p.m.  
Quorum was established.

**Motion by Scotter to approve the May 17, 2016 open session minutes.**

Seconded by Nelson.

VOTE: Aye: all            Nay: None            Abstaining: none

Motion passed.

Luscombe authorized March to sign the minutes on her behalf.

**Work Product Report and Recommendation**

**Motion by Swaim to approve the work product of Jason Meyer, Darrell Stanley and Ryan Frederick.** Seconded by Nelson.

VOTE: Aye: all    Nay: None            Abstaining: None

Motion passed.

**Motion by Swaim to defer the work product of James Prall due to weaknesses within his reports and concerns during the interview process. Defer for 6 months with 2 additional reports sent to the peer reviewer.**

Seconded by Nelson.

VOTE: Aye: all    Nay: None            Abstaining: None

Motion passed.

**Motion by Luscombe to approve travel for Executive Officer, March, and AAG, Dawson, to travel to Washington, DC for the Appraisal Foundation Meeting & AARO Fall Conference.**

Seconded by Scotter.

VOTE: Aye: all            Nay: None    Abstaining: None

Motion passed.

**AMC's**

March announced Governor Branstad signed the AMC legislation which will require changes to the rules and it will remove the Board from PLB and place the Board under Banking. Dawson mentioned the Board and Banking will need to address the registration components of the rules.

**Board Member Reports**

None

**Staff Reports:**

March asked that the board members providing standing lunch orders to be used for future in-person board and committee meetings. The Board discussed having set Board and committee meetings. Board was in agreement to have set meeting times and dates scheduled in advance. March requested guidance on the flash drive requirement for WPR submissions. The Board requested March contact the ASC for flash drive requirements. The Board tabled this discussion. March asked the board if they would

like to form a Rules Revision committee for the 5 year rolling review. The Board wishes to maintain the current process.

**Assistant Attorney General Report**

Dawson will conduct Board Member Training to all Board members once the vacant board member is appointed.

**Public Comment**

None

**Motion by Luscombe to go into closed session at 2:40 p.m. pursuant to Iowa Code section 21.5(1)(a) & (d) and 272C.6(4) to review discipline cases and investigations.**

Seconded by Scotter.

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

Motion carried.

**Motion by Luscombe to return to open session at 2:44 p.m.**

Seconded by Nelson.

VOTE: Aye: all            Nay: None            Abstaining: None

Motion carried.

**Motion by Luscombe to approve case 15-28.**

VOTE: Aye: all            Nay: None            Abstaining: None

Roll call: Greder, aye; Nelsen, aye; Scotter, aye; Felderman, aye; Swaim, aye; and Luscombe, aye.

Seconded by Nelson.

Motion carried.

**Adjournment**

Nelsen adjourned the meeting at 2:55 p.m.

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

July 18, 2016  
DATE

Amanda Luscombe  
By: Amanda Luscombe, Chair