IOWA REAL ESTATE APPRAISER EXAMINING BOARD

200 E. Grand, Suite 350, Des Moines | Bureau Conference Room Telephone Conference Call

October 17, 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, Vice Chair (Joined at 2:22)

Amanda Luscombe, Chair

Bob Felderman

Gene Nelsen

Joan Scotter

Not Present

Caryl Swaim

Staff present:

Brandy March, Executive Officer

Teresa Stull, Licensing Specialist

Luke Dawson, Assistant Attorney General

Public present:

None

Call to Order

Call to Order by Luscombe at 2:05 p.m.

Roll Call: Luscombe, aye; Felderman, aye; Nelsen, aye; Scotter, aye.

Quorum was established.

Motion by Scotter to approve the October 17, 2016 Board Meeting Agenda.

Seconded by Felderman.

VOTE: Aye: All

Nay: None

Abstaining: None

Motion passed.

Motion by Nelsen to approve September 19, 2016 open session minutes and September 19, 2016 closed session #1 minutes. Luscombe authorized March to sign on her behalf.

Seconded by Felderman.

VOTE: Ave: All

Nay: None

Abstaining: None

Motion passed.

Motion by Felderman to approve Rally Appraisal, LLC as a sole source designation in addition to any future companies or appraisers acting under a peer reviewer agreement.

Seconded by Nelsen.

Discussion was held on the need for sole source.

VOTE: Aye: All

Nay: None Abstaining: None

Motion passed.

Vote on Peer Reviewers

Motion by Nelsen to approve Clint Cota and Robert Dittmann as peer reviewers for the Board.

Seconded by Felderman.

Discussion was held on qualifications of each potential peer reviewer.

VOTE: Aye: All

Nay: None Abstaining: None

Motion passed.

Board Member Reports

Felderman mentioned that he recently received a license to fly an unmanned air craft. An example being the drone technology which appraisers are starting to use.

Staff Reports & Comments

March stated that updated peer reviewer contracts were sent out. The new contracts contain a shorter term and no longer reference PLB. Peer reviewers will attend the January meeting; therefore, the normal meeting start time will be earlier.

Real Estate Appraiser Examining Board Minutes October 17, 2016 Page 2

Public Comments

None.

Unlicensed Complaints

Case #16-29 - Waiting on information.

Motion by Nelsen to go into closed session at 2:34 p.m. pursuant to lowa Code section 21.5(a) to review records deemed confidential by law, specifically complaint files, investigation files, other investigation reports, and other investigative information deemed confidential by lowa Code section 272C.6(4)(a); and lowa Code section 21.5(d) to discuss whether to initiate licensee disciplinary investigations or proceedings. Such review and discussion will include any cases ready for final resolution through closure or consent order.

Seconded by Felderman.

VOTE: Roll Call: Greder, aye; Nelsen, aye; Scotter, aye; Felderman, aye; and Luscombe, aye. Motion carried.

Motion by Scotter to return to open session at 2:41 p.m.

Seconded by Felderman.

VOTE: Aye: All

Nay: None

Abstaining: None

Motion carried.

Motion by Felderman to close cases 16-33 and 16-36 as discussed in closed session.

Seconded by Nelsen.

VOTE: Aye: All

Nay: None

Abstaining: None

Motion carried.

Upcoming Meetings and Last Minute Comments

Work Product Committee - Friday, November 18, 2016 (Swaim and Greder)

Discipline Committee – In Person on Monday, November 21, 2016 at 10:00 a.m.

Board Meeting - In Person - Monday, November 21, 2016 at 2:00 p.m.

ASC Compliance Review - July 26-28, 2017, with a board meeting on Friday, July 28, 2017.

Adjournment

Luscombe adjourned the meeting at 2:45 p.m.

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

11-21-2016 DATE

By: Amanda Luscombe, Chair