

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room
Wednesday, June 26, 2019 | 12:00 p.m.

Board Members present for all or part of the meeting:

Fred Greder, Chair

James Pooley, Vice Chair

Dan Fuhrmeister

Teresa Selberg

Mark Kapfer via teleconference

Tracy Crimmins

Staff present for all or part of the meeting:

Brandy March, Executive Officer

Luke Dawson, AAG

Ashley Thompson, Licensing Specialist

Rod Reed, Finance Bureau Chief

Public present for all or part of the meeting:

None.

Call to Order

Call to Order by Greder 12:01 p.m.

Attendance: Roll Call by Thompson: Greder; aye, Pooley; aye, Fuhrmeister; aye, Selberg; aye, Kapfer; aye, Crimmins; aye.

Quorum was established.

Motion by Selberg to approve the agenda as presented.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Crimmins to approve the May 23, 2019 open and closed session minutes.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Public Comments

None.

Board Member Reports

Greder updated the board regarding the state of Minnesota allowing certified residential appraisers to appraise farm properties. He stated that while attending a recent conference, he was able to speak to representatives from Minnesota who stated they have no issues or concerns.

March reminded the associate committee to complete the doodle poll that was sent out via email.

The code committee had nothing new to report.

Selberg stated that the discipline committee met on June 26, 2019, at 10:30 a.m. They committee is making recommendations on three pending cases and have received four new complaints since the last Board meeting. The committee's recommendations will be provided in closed session.

March stated that the peer reviewer committee needs to schedule a meeting regarding the vetting process.

March stated that the rules committee met once and does have revisions to share with the board, but will address later in the meeting when topic is on the agenda.

The WPR committee had nothing new to report.

Crimmins reported that she enjoyed the video March sent on June 21, 2019 via email exhibiting The Appraisal Foundation President David Bunton's testimony before Congress. Pooley mentioned that he agreed with Bunton's statement that the banks are way ahead of appraisers. Greder mentioned how people can hold farm auctions online, and how technology is creeping into the appraiser business.

Staff Reports

Reed had nothing to report.

March reported on recent PLB staff changes; Teresa Stull was promoted to the Accountant position and Thompson is applying for the Background Coordinator position, which means there may be a possibility that PLB will have two new Licensing Specialists within the next few months. March reminded the board that they utilize one of the Licensing Specialists of the Professional Licensing Bureau to complete minutes.

March reported that she spoke to the Governor's office on June 11, 2019 regarding the vacant board position; Nick Boeyink said the board needed a non-republican female from a county not already served by a current board member, but that the county criteria is not as important as gender and political affiliation. March will include this information in the newsletter, but also encouraged the board to think of anyone who might be eligible to serve.

March reported that renewals for licensees, whom last name starts with L-Z, end on June 30, 2019. While licensees can renew late until July 30, 2019, their license will lapse on July 1, 2019 and they cannot hold themselves out as a certified appraiser or complete work as a certified appraiser if licensure is required. If a licensee has not completed their continuing education by June 30, 2019, they are required to complete an additional fourteen hours before July 30, 2019 and cannot claim these hours on their next renewal; they are also assessed a late fee of 25%.

March asked the board if they had any questions following Dawson's legal review at the previous meeting. The board had no follow-up questions. March reminded the board that even if there is no public attending the meetings, they must not display inappropriate behaviors or say anything they would not want in the news.

March reported that Vicki and Neal, with the ASC, would be here on July 16, 2019 to perform the ASC audit; they will also attend both the discipline and board meetings on July 18, 2019.

March mentioned to the board that she has been reviewing other board's minutes near Iowa and noticed that they include a financial review. March will add this to all upcoming agendas so the board can be aware of the financials. March also stated that the Nebraska board conducts a strategic planning session and creates Board goals each year. Greder and Pooley think the board already does this as they come across issues. Reed thinks it might be good for new board members. March also mentioned that other boards live stream their meetings. The board would prefer not to live stream their meetings.

March informed the board of a contest with the Appraiser Buzz for a free ticket to the Valuation Expo; the contest runs until July 12, 2019.

March reminded the board to continually check their REAP emails and gave a demo on how to forward emails from that account to their most used account; she reminded the board to complete the October doodle poll. March also demonstrated how to search for a license on the PLB website.

Legal Report

Dawson had nothing to report.

Old Business

March led discussion regarding the current peer reviewer vetting process and requested that a formal process, with specific criteria, be implemented as there is currently not a clear criteria outlined for her to be able to review and screen peer reviewer applicants. Selberg and Fuhrmeister, who are on the peer reviewer committee, would like to table this agenda item until the next meeting, giving them a chance to meet.

Greder recognized March's Certified Public Manager (CPM) designation.

New Business

WPR

Fuhrmeister gave an overview of the WPR for Shelby Carey stating that her new reports were exceptional and extremely thorough. Greder agreed that her reports were exceptional and incredibly accurate. The committee recommended approval.

Motion by Fuhrmeister to accept the WPR for Shelby Carey.

Seconded by Greder.

VOTE: Aye: Greder, Selberg, Fuhrmeister, Kapfer, and Crimmins. Nay: None Abstaining: Pooley.
Motion passed.

Pooley gave an overview of the WPR for Caleb Dirks stating that he was extraordinary and did an exceptional job answering all questions, including hypothetical conditions and extraordinary assumptions. The committee recommended approval.

Motion by Pooley to accept the WPR for Caleb Dirks.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None
Motion passed.

Pooley gave an overview of the WPR for Ben Schaefer stating he was concerned with his inability to answer basic questions. The committee recommends deferring.

Motion by Pooley to defer WPR for Ben Schaefer for two months with completion of two new appraisals where he completes a cost approach on at least one report, and includes the sales comparison on both reports.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None
Motion passed.

After WPR discussion and motions, Pooley suggested that moving forward all WPR should show competency with all three approaches to value. March will add this to the running list of rule changes.

Notice of Intent IAC 193F Amend Chapters 1, 5, 6, and 15.

Motion by Fuhrmeister to file a notice of intent to amend chapters 1, 5, 6, and 15 as presented.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None
No discussion. Motion passed.

Notice of Intent IAC 193F Amend Chapters 21 and 25 and Adopt New Chapters 26 through 29.

Motion by Pooley to file a notice of intent to amend chapters 21 and 25, and adopt new chapters 26-29 as presented.

Seconded by Crimmins.

VOTE: Aye: All Nay: None Abstaining: None
No discussion. Motion passed.

Exception Request and Application Review

March gave an overview of the exception request submitted by David Love in accordance with 193F IAC 5.4(2) for the requirements in 193F IAC 5.4(1), who is requesting that his additional experience hours gained since the last exception request for work completed in IL and WI be accepted toward his exam and experience application in Iowa. Discussion held regarding if the hours submitted by Love were sufficient. Love started his hours in Iowa before moving to Wisconsin and if he started this process in WI, he would have to start all over.

Motion by Selberg to approve the exception request from David Love and allow for all eligible hours to count towards his exam and experience application.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None
Motion passed.

Waiver Request

March gave an overview of the waiver request submitted by Kyle Pederson, who is requesting to waive Iowa Administrative Rules 193F IAC 11.4(3)(c). The Board also understood the Petitioner to be requesting a waiver from 193F-11.2(1) (a) and 193F-11.2(2). March explained that Pederson is requesting to use self-study time used to take a challenge exam for the course *Advanced Income Capitalization* taken to fulfill part of the requirements with the Appraisal Institute to obtain his MAI designation. March stated that while there are no completion certificates for the self-study hours, the exam was proctored and Pederson provided a completion certificate for the three-hour exam. Pooley stated that obtaining an MAI designation is a rigorous process and requires more than twenty-one hours of study time; he is in favor of the waiver. Greder felt Pederson proved competency and that the board is still protecting the public if the board approves his waiver. Crimmins was in favor, but was concerned about proving hardship. Selberg felt that Pederson should have been able to complete the twenty-one hours required for renewal, aside from his self-study.

Kapfer left the meeting at 2:03 p.m.

Meeting broke for a short break at 2:04 p.m. and reconvened at 2:06 p.m.

Motion by Crimmins to approve waiver request for Kyle Pederson and allow twenty-one self-study hours of continuing education towards his 2019 renewal.

Seconded by Pooley.

VOTE: Aye: Greder, Pooley, Fuhrmeister, and Crimmins. Nay: Selberg Abstaining: None
Motion passed.

Exam and Experience Application Review

March gave an overview of the exam and experience application submitted by Caitlin Klett as she questioned the hours Klett submitted on her logs. The hours submitted for each appraisal were abnormally high, even compared to other associate appraisers within the same organization. March stated that Klett's supervisor confirmed that she does spend a large amount of time each appraisal and approved the logs. Discussion was held regarding Klett's ability to approve competency and it was determined this will address during the WPR process.

Motion by Fuhrmeister to approve the Exam and Experience application from Caitlin Klett.

Seconded by Selberg.

VOTE: Pooley, Selberg, Fuhrmeister and Crimmins. Nay: None Abstaining: Greder

Motion passed.

Motion by Selberg to go into closed session at 2:38 p.m. pursuant to Iowa 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 Iowa Code section 272C.6(4) (a); and Iowa Code section 21.5(1) (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 Fuhrmeister.

VOTE: Roll Call by Thompson: Greder; aye, Selberg; aye, Pooley; aye, Fuhrmeister; aye, Crimmins; aye.
Motion carried.

Motion by Selberg to return to open session at 2:45 p.m.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Fuhrmeister to accept and sign the Second Amendment to Consent Order in Case 16-06.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Fuhrmeister to close Cases 18-25 and 19-14 as discussed in closed session.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Upcoming Meetings and Last Minute Comments

Work Product Committee Meeting (In-Person)

This meeting has been cancelled.

Discipline Committee Meeting (In-Person)

July 18, 2019 at 9:00 a.m.

Board Meeting (In-Person)

July 18, 2019 at 11:00 a.m.

ASC Audit

July 16-19, 2019

Adjournment

Greder adjourned the meeting at 2:47 pm.

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

7/18/19
Date

Fred Greder bm
By: Fred Greder, Chair