

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350 – PLB Large Conference Room
Thursday, October 31, 2019 | 1:30 p.m.

Board Members present for all or part of the meeting:

Fred Greder, Chair	Teresa Selberg
Dan Fuhrmeister	Mark Kapfer
Tracy Crimmins via teleconference	James Pooley, Vice Chair

Board Members not present for the meeting:

None

Staff present for all or part of the meeting:

Brandy March, Executive Officer	Kimberly Gleason, Licensing Specialist
Luke Dawson, AAG	Rod Reed, Bureau Chief

Public present for all or part of the meeting:

None.

Call to Order

Call to Order by Greder 1:31p.m.

Welcome, Introduction & Roll Call

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

Quorum was established.

Approval or Revision of Agenda

Motion by Selberg to approve the agenda as presented.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Approval or Revision Minutes

Motion by Kapfer to approve the September 18, 2019 open and closed session minutes as presented.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Greder authorized March to sign the minutes on his behalf.

Public Comments

None.

Board Member Reports

Chair Report – Greder had nothing to report.

Associate Committee Report – Crimmins & Selberg had nothing to report.

Code Committee Report – Dawson reported that Zak Hingst submitted the proposed change to Iowa Code 543E.

Discipline Committee Report – Selberg stated that the discipline committee met on October 31, 2019, at 10:00 a.m.; reviewed a total of nine (9) cases and has received two (2) new complaints since the last Board meeting.

Peer Reviewer Committee Report – Selberg & Fuhrmeister had nothing to report.

Rules Committee Report – Crimmins stated that the Committee met on October 30, 2019. March stated that the Committee is almost ready to prioritize the rules in order to start any adoption phase.

WPR Committee Report – Fuhrmeister & Pooley meet on October 8, 2019. Nothing to report until later in the agenda.

Board Member Individual Reports – No one had anything to report.

Staff Reports

Reed stated he would be attending the REAP Rules Committee meeting on November 12, 2019, due to March's absence. Reed will also be attending the State Government Efficiency Review Committee meeting on November 13, 2019. Reed stated the Board does a good job at running efficiently.

March reported on her November schedule which will include working off site part time and only being in the office a couple of days per week. The Newsletter will be going out on November 1, 2019. AMC renewals start on November 1, 2019.

Legal Report

Dawson had nothing to report.

Work Product Report (WPR) Candidates

Jennifer Hackbarth (CR02761)

Fuhrmeister noted that Hackbarth has not yet taken the exam. He stated that Hackbarth would like to move to General Appraiser status to appraise bare land. The Committee was concerned with her lack of a workfile and violations to USPAP.

Motion by Fuhrmeister to defer WPR for Jennifer Hackbarth for six (6) months and require two (2) randomly selected reports: a residential appraisal with the cost approach and a general appraisal report with the income approach.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Caitlin Klett (AG03494)

Fuhrmeister reported that Klett passed the exam and was very knowledgeable. The reports were well written.

David Love (AR03601)

Fuhrmeister reported that Love was well prepared and gave great reports.

Benjamin Schaefer (AR03570)

Fuhrmeister reported that Schaefer was deferred for two (2) months and submitted new two (2) new randomly selected reports which came back USPAP compliant. Pooley recommends approval.

Motion by Fuhrmeister to approve WPR for Caitlin Klett, David Love and Benjamin Schaefer.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Old Business

September Board Meeting Recap

The board has assigned March to send out a survey to those in attendance at the September 18, 2019 Board meeting. The goal is to survey the value of offsite meetings and identify topics that may be useful in future off-site meetings. March mentioned that the meeting in Mason City had an increased cost of \$500. Kapfer would like the next off-site meeting site to be less expensive and closer to the middle of the State. Crimmins agreed with Kapfer. Pooley mentioned it was good Board exposure. Reed stated the Board could look into a different structure for an off-site meeting with the inclusion of the purpose of the meeting before it commences. March noted that the Appraisal Foundation (TAF) could be invited to speak and that the discipline meeting should occur a different day. March stated that eight to nine (8-9) people took advantage of the two (2) continuing education credit. The Board tabled the topic for the December meeting.

New Business

Fall 2019 AARO Conference Summary

Gleason reported on the conference's hot topic of evaluations. Gleason also mentioned TAF is willing to travel to states for training free of charge. Gleason reported she attended the New AARO Website Round Robin in which March did a fantastic job representing Iowa. She mentioned that TAF has four (4) corrective education classes in the works to add to the existing four (4) already offered. Gleason mentioned that during the Board Meeting Breakout session, a number of states are amending their complaint verbiage to "grievances" instead of "complaints" in order to allow appraisers to truthfully report they have not had a complaint filed against them when completing applications. During the Trainee Progress Monitoring session Gleason heard that Washington allows up to eight (8) trainees and log reviews are required at both 500 hours and 1,500 hour increments to correct any mistakes that may be occurring. Gleason thanked the board for allowing her to attend and stated she learned a lot.

March thanked the board for the opportunity to attend the Fall 2019 AARO Conference. March reported the hot topic of this conference was evaluations. She reported on two new bills: 1) The Appraisal Improvement Act HR3619, which if passed, will add trainees to the national registry, reduce the AMC national registry fees, and make grants available to nonprofits from the ASC and 2) the California's Assembly Bill 5, which changes how independent contractors are viewed and could likely impact both AMCs and appraisers. The ASC's grant manager wants all states to become grant ready and to identify ways funds could be used. TAF is going to start creating webinars for state regulators. March stated some states make appraisers retake the national exam as part of disciplinary actions. March liked this idea. States were advised they need to thoroughly review their rules on hybrid appraisals and evaluations. States were encouraged to allow more than three (3) trainees and to develop a supervisor oversight process. The ASC stated that this could be simple. TX, WA, OH, and KY all allow for more than three (3) trainees to a supervisor. Other sessions talked about the need for a universal appraiser and AMC licensing system and the different types of background checks one could do to comply with the Policy Statements.

Dawson added to March's information that in regards to evaluations the state of Oregon allows for a clause to be added to the evaluation to distinguish between appraisals and evaluations and recommends Iowa consider this option. Dawson stated he moderated a panel for attorneys and learned of a lawsuit in Oklahoma regarding board members. It's recommended that board members have frequent training. Reed suggested that the Legal Overview Training be readily accessible to the Board. March will add this to the Google Drive.

USPAP Version 2020-2021 Purchase

Motion by Pooley to purchase USPAP books and/or PDF versions for Board members, peer reviewers and staff and purchase 4 extra books/PDF versions.

Seconded by Selberg.

VOTE: Aye: All

Nay: None

Abstaining: None

Motion passed.

REVAA Email

March provided an email to the Board from Mark Schiffman, of REVAA. No action was taken and no discussion was held.

Motion Selberg to go into closed session at 2:25 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 Gleason: Greder; aye, Selberg; aye, Fuhrmeister; aye, Crimmins; aye Kapfer; aye, and Pooley; aye.

Motion carried.

Motion by Selberg to return to open session at 2:40 p.m.

Seconded by Crimmins.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Selberg to find probable cause in case 19-11 as discussed in closed session.

Seconded by Crimmins.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Fuhrmeister to close cases 19-03, 19-06, 19-15, 19-20 and 19-24 as discussed in closed session.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Selberg to accept and countersign the consent order in case 19-23 as discussed in closed session.

Seconded by Kapfer.

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

Motion passed.

Upcoming Meetings and Last Minute Comments

WPR Committee Meeting (In-Person)	November 15, 2019 at 10:30 a.m.
WPR Committee Meeting (In-Person)	December 5, 2019 at 10:30 a.m.
Discipline Committee Meeting (In-Person)	December 10, 2019 at 11:30 a.m.
Board Meeting (In-Person)	December 10, 2019 at 12:30 p.m.

Adjournment

Greder adjourned the meeting at 2:44 p.m.

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

12/10/19

