

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350 – PLB Large Conference Room
Wednesday, January 22, 2020 | 12:30 p.m.

Board Members present for all or part of the meeting:

Fred Greder, Chair
Dan Fuhrmeister via teleconference
Loretta Laubach via teleconference
Tracy Crimmins via teleconference

James Pooley, Vice Chair
Teresa Selberg
Mark Kapfer via teleconference

Board Members not present for the meeting:

None

Staff present for all or part of the meeting:

Brandy March, Executive Officer
Luke Dawson, AAG

Kimberly Gleason, Licensing Specialist
Rod Reed, Bureau Chief

Public present for all or part of the meeting:

None.

Call to Order

Call to Order by Greder 12:33 p.m.

Welcome, Introduction & Roll Call

Attendance: Roll Call by March: Greder; aye, Pooley; aye, Fuhrmeister; aye, Selberg; aye, Laubach; aye, Kapfer; aye and Crimmins; aye.
Quorum was established.

Approval or Revision of Agenda

Motion by Selberg to approve the agenda as presented.

Seconded by Kapfer.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Approval or Revision Minutes

Motion by Pooley to approve the December 10, 2019 open and closed session minutes as presented.

Seconded by Fuhrmeister.

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 and Laubach had nothing to report.

Code Committee Report – Dawson reported the committee met on January 7, 2020, along with Zach Hingst from IDOB. Dawson stated that Hingst suspected a bill supported by Governor Reynolds regarding licensing is taking precedence during this legislation and suggests presenting in 2021 and to refile in October 2020. Pooley recommends the board refile. It was stated that the vote to refile should be taken closer to the filing deadline.

Discipline Committee Report – Selberg stated that the discipline committee met on January 22, at 10:30 a.m. which included one (1) informal hearing. Committee recommendations will be discussed in closed session.

Peer Reviewer Committee Report – Selberg, Fuhrmeister and Laubach had nothing to report.

Rules Committee Report – March stated that the Committee will meet on Friday, January 24, 2020.

WPR Committee Report – Fuhrmeister and Pooley had nothing to report as they will meet in March 2020.

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

Staff Reports

Reed stated he is working with March to review fees and will present any changes to the Board at a later date.

March reported the newsletter will go out on February 1, 2020. She requested the Board review it for any changes prior to February 1. March thanked Laubach for submitting the Word from the Board article. March stated she has been promoted to the Executive Committee of AARO for the 2020 year. March attended the USPAP-Compliant Sample Evaluations and Update on Standards Webinar from TAF on January 16, 2020. She stated that a download of the presentation and two (2) sample evaluations can be found on the Appraisal Foundation's website and the webinar can be viewed on YouTube. March mentioned in mid-February, the new 2022-2023 USPAP exposure draft will come out. TAF is looking into revisiting the single reporting standard. She noted the webinar spoke in great length on evaluation compliance with SR 2-2(b). March reported on the webinar's Q & A session. March notified the Board of a defensive driving course that would apply to anyone cited for three (3) or more violations in a three (3) year period. She stated the Agency will pay for the mileage, per diem and class registration should anyone be required to attend. Board members will receive an email should they be required to attend. March reported on a book called "Dispatches from the Cosmic Cobra Breeding Farm" by Jeremy Bagott. It speaks about the unique appraisal regulatory structure, The Appraisal Foundation, the adoption of USPAP into state rules, among other things.

Legal Report

Dawson had nothing to report.

Old Business

No old business to report.

New Business

Course Audit – The Columbia Institute's Appraiser Disaster Readiness
On January 9, 2020, March audited The Columbia Institute's Appraiser Disaster Readiness course held in Sanborn, Iowa. March reported the class was 18 minutes short (385 out of 400 minutes) due to extended breaks, lunch and an off topic conversation by the instructor. March also reported discrepancies in the material submitted at the time of the course application and the material presented. Specifically, she noted that she did not receive the manual that was provided and the PowerPoint used did not match the one submitted as part of the application, although, the topic and material were consistent. Pooley mentioned that the Board recommends in person educational courses verses online courses and that breaks/lunch tend to last longer than scheduled.

Motion by Selberg to approve the Columbia Institute's Appraiser Disaster Readiness course for 8 hours of continuing education credit and to submit the final report to the course provider with EO March to include time management and updated course materials in all future courses.

Seconded by Fuhrmeister.

VOTE: Greder; aye, Pooley; aye, Fuhrmeister; aye, Selberg; aye, Kapfer; aye and Crimmins; aye

Nay: None Abstaining: Laubach

Motion passed.

Waiver Request from IAC 193F-15.3(1)(a) – Trevor Brovold (CG03542)

March stated that Brovold is a certified general appraiser in both Iowa and Minnesota and according to the ASC national registry, he's been licensed in Minnesota since November 5, 1997. His Minnesota license expires on August 31, 2021. She noted he does not have any disciplinary actions listed in the national registry and holds license number CG03542 in Iowa. March stated Brovold was originally licensed on March 22, 2017, but allowed his license to lapse in July 2018. Brovold reinstated his Iowa license on December 5, 2019, therefore, his licensed in Iowa has been active for approximately 514 days or almost 1.5 years. March noted Brovold would like to train Kaleb Lehmann who has been licensed in Minnesota since April 23, 2018. She stated Lehmann is currently being trained by Brovold, B. Mangelsen and C. Stavnes in Minnesota according to the Minnesota licensing system. In addition to the Minnesota system, Lehmann is Brovold's only trainee. March stated the AQB Criteria does not specify that a supervisor must be licensed in the State of licensure for three (3) years, only that they must be certified for at least three (3) years in any jurisdiction. Dawson stated the Board has the ability to grant the waiver. Reed mentioned the shortage of supervisors in the appraisal industry. Pooley was in agreement with Reed.

Motion by Pooley to approve the waiver request from IAC 193F-15.3(1)(a) for Trevor Brovold and allow AAG Dawson and EO March to draft and finalize the ruling on petition for waiver of rule per Board vote and discussion.

Seconded by Crimmins.

VOTE: Pooley; aye, Fuhrmeister; aye, Selberg; aye, Laubach; aye, Kapfer; aye and Crimmins; aye

Nay: None Abstaining: Greder

Motion passed.

Pooley authorized March to sign the final waiver document on his behalf due to Greder's abstention.

Peer Reviewer Fees

March reported she reached out to Kansas, Missouri, Nebraska and South Dakota to obtain information regarding their peer reviewer fees. She also reached out to Iowa peer reviewers. March stated current peer reviewers who perform Standard 3/4 reports outside of the Board charge anywhere from \$325-\$500 for residential and \$700-\$1,000 for general. Reed inquired for a comparison from current Board members to the fees Iowa currently pays. Selberg and Pooley stated it is a longer process to review work than writing a completely new report.

Dawson left the meeting at 1:22 p.m. and returned at 1:29 p.m.

Motion by Selberg to change the current peer reviewer fee structure to the following: Reports completed and assigned after February 1, 2020 will be paid at a rate of \$425 per residential report and \$900 per general report with the Executive Officer given the authority to increase the payment to not more than \$1,500 per report for complex assignments.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Peer Reviewer Contract – Richard (Dick) Bruce

Motion by Selberg to approve the peer reviewer contract for Richard (Dick) Bruce for the 2020 calendar year.

Seconded by Fuhrmeister.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

AARO Training & Conference Spring 2020

Motion by Selberg to approve up to five (5) individuals (staff, board, peer reviewers) to attend the AARO Investigator Training on April 2, 2020 in San Antonio, TX.

Seconded by Crimmins.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Crimmins to approve EO March to attend the AARO Regulator Training in San Antonio, TX on April 2, 2020 and to approve EO March and three (3) Board Members to attend the AARO Spring 2020 Conference from April 3-5, 2020 in San Antonio, TX.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

TAF Investigator Training Attendance Levels I, II and III

Motion by Selberg to approve Paulsen and up to four (4) peer reviewers to attend the Level I TAF Investigator Training on April 27-29, 2020, in Scottsdale, AZ; up to five (5) peer reviewers or staff to attend the Level II TAF Investigator Training on July 15-17, 2020, in Kansas City, MO and up to six (6) peer reviewers or staff to attend the Level III TAF Investigator Training on September 14-16, 2020, in Tampa, FL based on availability.

Seconded by Pooley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Selberg and Reed left the meeting at 1:57 p.m.

Motion Kapfer to go into closed session at 2:00 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 Pooley.

VOTE: Roll Call by Gleason: Greder; aye, Pooley; aye, Fuhrmeister; aye, Laubach; aye, Kapfer; aye and Crimmins; aye.

Motion carried.

Selberg returned to the meeting at 2:00 p.m.

Motion by Fuhrmeister to return to open session at 2:11 p.m.

Seconded by Laubach.

Real Estate Appraiser Examining Board Minutes

January 22, 2020

Page 5

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Fuhrmeister to close cases 19-14 and 20-01 as discussed in closed session.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Upcoming Meetings and Last Minute Comments

Rules Committee Meeting (Teleconference)

January 24, 2020 at 2:00 p.m.

Discipline Committee Meeting (In-Person)

March 26, 2020 at 9:00 a.m.

Board Meeting (In-Person)

March 26, 2020 at 9:00 a.m.

March reminded the Board of the early start to the March 26, 2020 Board Meeting due to the formal hearing on Case 19-11. All Board members are expected to arrive and attend the meeting which starts at 9:00 a.m.

Adjournment

Greder adjourned the meeting at 2:16 p.m.

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

3/26/2020

Date

B March for
By: Fred Greder, Chair