

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350, Des Moines, IA 50309 – Electronic Means
Tuesday, May 26, 2020 | 9:30 a.m.

Pursuant to Iowa Code 21.8, the Real Estate Appraiser Examining Board conducted the May 26, 2020, meeting by electronic means due to the health and safety concerns stemming from the COVID-19 virus, which have rendered an in-person meeting impossible or impractical.

Board Members present for all or part of the meeting:

| | |
|-----------------------------|----------------|
| Fred Greder, Former Chair | Jordan Maus |
| Dan Fuhrmeister, Chair | Teresa Selberg |
| Loretta Laubach, Vice Chair | Mark Kapfer |

Board Members not present for the meeting:

Tracy Crimmins

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:

Eric Lamp

Call to Order

Call to Order by Greder at 9:32 a.m.

Welcome, Introduction & Roll Call

Attendance: Roll Call by Gleason: Greder; aye, Maus; aye, Fuhrmeister; aye, Selberg; aye, Laubach; aye, and Kapfer; aye.

Quorum was established.

Approval or Revision of Agenda

Motion by Fuhrmeister to approve the agenda as revised and move WPR committee, Eric Lamp, immediately following agenda item 3, Approval or Revision of Agenda.

Seconded by Kapfer.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Work Product Review Committee Report

Greder noted that the Standard 3 reviews for Eric Lamp mentioned the same issues with support for adjustments and lack of information. Lamp stated he passed the exam on March 7, 2020. The Board reviewed possible coursework to be included in the Licensure by Consent/Remedial Plan for Lamp and decided on a 14 hour General Appraiser Report Writing and Case Studies course to be completed within 60 days.

Motion by Selberg to approve the Work Product Review and Licensure by Consent/Remedial Plan for Eric Lamp which allows him to upgrade to a certified general appraiser, but requires him to take a General Appraiser Report Writing and Case Studies (14 hour) course within 60 days.

Seconded by Greder.

VOTE: Aye: Greder, Maus, Selberg, Laubach, and Kapfer. Nay: None Abstaining: Fuhrmeister

Motion passed.

Vote on Board Chair & Vice Chair

Motion by Fuhrmeister for Fuhrmeister to serve as the Board's Chair from now until the 1st Board Meeting after May 1, 2021, when a new Chair is elected.

Seconded by Selberg
VOTE: Aye: All Nay: None Abstaining: None
Motion passed.

Fuhrmeister chaired the remainder of the meeting.

Motion by Selberg for Laubach to serve as the Board's Vice Chair from now until the 1st Board Meeting after May 1, 2021, when a new Vice Chair is elected.

Seconded by Kapfer.
VOTE: Aye: All Nay: None Abstaining: None
Motion passed.

Chair's Appointment of Committee Members

Fuhrmeister made the following Committee appointments.
Associate Committee: Laubach and Selberg
Code Committee: Kapfer and Greder
Discipline Committee: Selberg and Maus with Greder as the backup
Peer Reviewer Committee: Fuhrmeister and Crimmins
Rules Committee: Greder and Crimmins
WPR Committee: Fuhrmeister and Laubach with Selberg and Greder as backup

Approval or Revision of Minutes

Motion by Selberg to approve the April 30, 2020 open and closed session minutes as revised to change the signature block to the current chair.

Seconded by Laubach.
VOTE: Aye: All Nay: None Abstaining: None
Motion passed.
Fuhrmeister authorized March to sign the minutes on his behalf.

Public Comments

None

Board Member Reports

Chair Report – Fuhrmeister had nothing to report.

Associate Committee Report – Selberg and Laubach had nothing to report.

Code Committee Report – Dawson and Greder had nothing to report.

Discipline Committee Report – Selberg and Greder met on May 20, 2020. Selberg stated they discussed a total of ten (10) cases with three (3) being new cases. Committee recommendations will be discussed during closed session.

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

Rules Committee Report – Dawson, Laubach and March had nothing to report.

WPR Committee Report – Greder and Selberg met on May 20, 2020, and presented earlier.

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

Staff Reports

Reed reported that Senator Roby Smith requested that Reed submit draft legislation verbiage that would allow an associate appraiser to automatically claim acceptable experience hours obtained in a contiguous state. Reed noted he felt Senator Smith would propose the legislation this year.

March had nothing to report.

Legal Report

Dawson had nothing to report.

Old Business

COVID-19

March stated that the PLB and IDOB offices are still closed to visitors; there is no plan for employees to return to the offices right now; the next meeting will be held via Zoom; and employees are still under a travel ban.

New Business

Traveling Board Meeting

Selberg requested the traveling meeting be tabled until next month. Greder noted that March requested two (2) months' notice to plan the meeting and that a decision at the June or July meeting would provide enough time. The board agreed to table until June.

ASC Grant / Application

March mentioned that ASC Grant money could be used for items that are not already in place or currently funded. Greder inquired if the Board needed the funds and if March had any items that would be needed on the administrative side. Selberg mentioned that Supervisor training would be a great step to improving the process for trainees. The board did not come to a conclusion on applying for the ASC Grant and no action was taken. This agenda item will be tabled for the next meeting.

Extenuating Circumstances

March provided an overview of the extenuating circumstances submitted by De Vries; Thien, Craig, and Brosman. March stated that Estes and Cosby can be removed from the agenda as they are either not renewing, or hold an inactive credential. March noted that DeVries is currently in the WPR stage; he submitted his exam and experience application on March 2, 2020, and it was approved on March 27, 2020. Due to COVID-19 related issues, the process is taking longer than expected. March stated Thien's request stated he did not realize the length of time it would take. She also noted that Thien's logs had multiple issues one of which included being short hours. Greder did note that he normally would not vote to grant an extenuating circumstance for someone that declared they procrastinated, which Thien also noted as part of his extenuating circumstances, but that Thien's firm does a lot of farm management work and appraisal work is only a small function of the overall services. March stated that Craig submitted everything on time; but that he was placed on a remedial plan. March noted that as of today, she has not received documentation as part of the Remedial Plan. March noted that Brosman had discipline in Illinois for unlicensed practice and did not know that he could proceed with claiming the IL hours in Iowa. Brosman has submitted an exception request to claim those hours and is working on getting his documents ready for the exam and experience application.

Motion by Greder to approve the extenuating circumstances for De Vries, Thien, Craig, and Brosman and allow the associates to renew by June 30, 2020.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Exception Request

March gave a review of the information on Rockne Brosman and his request to claim the hours logged in Illinois. The hours claimed are with his Iowa approved supervisor. Dawson stated that the exception was not required since he was an associate in Iowa, and the supervisor was licensed and approved to be his supervisor in Iowa. No vote taken at this time.

AQB Public Meeting (May 15, 2020)

March stated that the AQB Public Meeting covered COVID-19 Guidance. March also stated the GAO study, which would look at the de minimis, and the North Dakota waiver, was delayed. March mentioned there were two other GAO studies done in 2003 and 2012, and that both of these resulted in recommendations to the ASC. March stated The Appraisal Foundation is always looking for volunteers to serve on the boards. The AQB and ASB provided an update and that the Survey that was sent out will focus on making changes to the national exam. Other topics included the USPAP Instructor Program and Recertification and PAREA, which was found to not be financially feasible to implement at this time, but also has not been abandoned.

Board Member Training

March provided the New Board Member Orientation training via PowerPoint.

Legal Training

Dawson provided the Legal Overview Board Member training via PowerPoint.

Fuhrmeister called for a break from 11:15 a.m. until 11:20 a.m.

Dawson noted that after further review with March, Brosman's Exception Request would need further review and action. March shared the log that was provided by Brosman which showed that some of the hours that Brosman is requesting were logged prior to his registration as an associate appraiser.

Motion by Greder to accept the hours claimed in Illinois as of February 16, 2015. The Board determined that with respect to these hours, they were already qualifying hours and an exception request was not necessary. With regards to the hours claimed prior to February 16, 2015, the Board is requesting additional information as to the need, hardship, and qualification of the hours from Brosman, should he wish to use any of these hours toward experience credit.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Waiver Request Joseph Calvanico

March stated that Calvanico was originally licensed in Iowa in 1994, and his license has been inactive or lapsed since June 30, 1998. March noted that Calvanico has been requesting temporary practice permits, but this comes with a cap of two (2) permits per calendar year. March stated that if he was to reinstate his license, he would be required to provide over 300 hours of continuing education, which may not be verifiable due to the length of time. In addition, March stated that the ASC does not have an issue with granting reciprocity on a past licensee.

Motion by Greder to approve the waiver request for Joseph Calvanico, and allow him to apply via reciprocity instead of reinstating his lapsed credential.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion Laubach to go into closed session at 11:36 a.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 Kapfer.

VOTE: Roll Call by Gleason: Greder; aye, Maus; aye, Fuhrmeister; aye, Laubach; aye, Kapfer; aye; and Selberg, aye.

Motion carried.

Motion by Selberg to return to open session at 11:39 a.m.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Selberg to close cases 20-06 and 20-10 discussed in closed session.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Upcoming Meetings and Last Minute Comments

| | |
|-------------------------------------|----------------------------|
| WPR Committee Meeting (Zoom) | TBD |
| Discipline Committee Meeting (Zoom) | TBD |
| Board Meeting (Zoom) | June 23, 2020 at 9:00 a.m. |

Dawson provided a general overview on hearing processes and procedures, as one is scheduled to occur on June 23, 2020.

Adjournment

Fuhrmeister adjourned the meeting at 11:46 a.m.

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

6/23/2020
Date

Dan Fuhrmeister bm
By: Dan Fuhrmeister, Chair