

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350, Des Moines, IA 50309
Wednesday, June 23, 2021 | 1:00 p.m.

Board Members present for all or part of the meeting:

Dan Fuhrmeister, Chair	Jordan Maus
Loretta Laubach, Vice Chair	Cody Seeley
Teresa Selberg	

Board Members not present for the meeting:

Leila Granger

Staff present for all or part of the meeting:

Brandy March, Executive Officer	Kimberly Gleason, Licensing Specialist
Brad Horn, AAG	Rod Reed, Bureau Chief

Public present for all or part of the meeting:

Logan Mathes via Zoom	Karen Oberman via Zoom
Jonathan Westercamp via Zoom	

Call to Order

Call to Order by Fuhrmeister at 1:00 p.m.

Welcome, Introduction & Roll Call

Attendance: Roll Call by Gleason: Fuhrmeister, Laubach, Maus, Seeley and Selberg.
Quorum was established.

Approval or Revision of Agenda

Motion by Maus to approve the agenda as presented.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Approval of Minutes

Motion by Seeley to approve the open and closed session minutes from May 26, 2021, as presented.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Old Business

COVID-19

Nothing to report.

AQB Corrective Action Discipline Courses

Maus reported on the Ethics, Competency and Negligence corrective action course and stated it took a deep dive into ethics. Maus noted it provided good learning examples and real world examples. He also stated it talked on USPAP for each of the course title areas. Maus recommended this 4 hour course for discipline committee course selection.

New Business

WPR – Logan Mathes AR03391

Laubach reported that Mathes met with the committee on June 22, 2021, and had some trouble answering questions and that the report had an issue. Seeley mentioned that Mathes reports were fine but needed a better technical understanding of the cost approach. Seeley encouraged Mathes to review reports for typos before delivering to the client. The committee recommends approval.

Motion by Selberg to approve the WPR for Logan Mathes.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Governor's Proclamation & CE Extension

Horn stated the last proclamation was in May with a new one scheduled to be released in the next few days. Horn indicated that the licensing portion of the proclamation should be winding down. Horn went into details regarding section 51 and 52 which impacted the board. March mentioned that if licenses are not allowed to expire, per the proclamation section 52, that the ASC National Registry for the licensees that do not renew before the June 30, 2021 deadline would need to be paid and kept active in the ASC National Registry. Reed agreed that IDOB would make the payment due to the proclamation. The board agreed to extend expiration dates monthly to match the proclamation expiration date and require licensees to renew within 30 days of the expiration of the proclamation.

Motion by Maus to draft Board Guidance for the 2021 renewal period as discussed.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed

193F Rules

Notice of Intent

Fuhrmeister announced the Intent to amend Chapters 5, 6, and 10 per the changes from the Statute formally known as HF682, that limited the second background check and requires mandatory certification for federally related transactions.

Motion by Seeley to file the notice of intent as presented.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed

Notice to Adopt

Fuhrmeister announced that a notice to file and adopt is needed for the High and Medium priority changes recently reviewed during the notice of intended action with a few changes to the verbiage from Reed, the ASC, and AAG Horn. These changes do not alter the former actions and wishes of the Board. The major changes in this rule was the status of "retired" with provisions to reinstate with the same procedure and fees as a lapsed license, the requirement of supervisors to attend the work product review meeting with the applicant, clarification on what constitutes a valid application, the specification on the timeframe in which a temporary practice permit is valid and the ability to seek a one-time extension, and the clarification on the ability for a licensee to use multiple USPAP continuing education courses based on the AQB Criteria requirements.

Motion by Laubach to file the notice to file and adopt as presented.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed

Instructor Approval/Discipline Present Potential Rule Change

Seeley and Maus discussed the need to amend the rules in Chapter 11 with regard to instructor approval. They proposed that a licensee be unable to instruct until after completion of any consent order/settlement agreement. March mentioned that this would only be for USPAP violations and not for non-USPAP or administrative disciplinary actions. Horn reminded the board members of rule 15.4 and the board agreed to add a rule similar to 15.4 that mentions instructor restrictions. March will add this to the rule change document for the rules committee to draft and present back to the board.

AARO Fall Conference

October 15-18, 2021 with Training on October 14, 2021 in Washington D.C.

Motion by Selberg to allow up to 3 staff members and 3 board members to attend the conference and up to 3 staff and 3 board member(s) to attend the training course.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed

Public Comments

None.

It was noticed that Jonathan Westercamp joined the meeting and Logan Mathis was no longer in the meeting at 1:50 p.m.

Discipline

Motion Selberg to go into closed session at 1:59 p.m. pursuant to Iowa Code section 21.5(1)(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 Maus.

VOTE: Roll Call Vote by Gleason: Fuhrmeister; aye, Laubach; aye, Maus; aye, Seeley; aye, and Selberg; aye.

Motion by Seeley to return to open session at 2:43 p.m.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Selberg to close case 21-06 as discussed in closed session.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: Fuhrmeister and Maus

Motion passed.

Motion by Laubach to accept and countersign the settlement agreement/consent order in case 21-15 and 20-36.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Board Member Reports

Chair Report – Fuhrmeister had nothing to report.
Seeley provided a brief introduction of himself.
Associate Committee Report – March, Fuhrmeister, and Selberg had nothing to report.
Code Committee Report – Granger, Hingst, Laubach, and March had nothing to report.
Discipline Committee Report – Horn, March, Maus, and Selberg had nothing to report.
Peer Reviewer Committee Report – March, Maus, and Seeley had nothing to report.
Rules Committee Report – Fuhrmeister, Granger, Horn, March, and Reed had nothing to report.
WPR Committee Report – Laubach, March, and Seeley had nothing to report.
Board Member Individual Reports – Board members had nothing to report.

Staff Reports

Reed had nothing to report.
March had nothing to report.

Legal Report

Horn had nothing to report.

Upcoming Meetings and Last Minute Comments

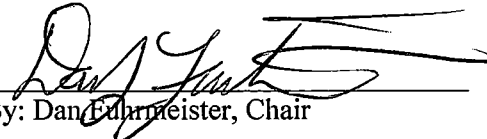
WPR Committee Meeting	July 13, 2021 at 10:30 a.m.
WPR Committee Meeting	August 12, 2021 at 10:30 a.m.
Discipline Committee Meeting	July 20, 2021 at 10:30 a.m.
Discipline Committee Meeting	August 24, 2021 at 10:30 a.m.
Rules Committee	TBD
Associate Committee	August 19, 2021 at 10:30 a.m.
Board Meeting	July 21, 2021 at 11:00 a.m.
Board Meeting	August 31, 2021 at 10:30 a.m.
Board Meeting	September 28, 2021 at 10:30 a.m.
Board Meeting	October 27, 2021 at 1:00 p.m.
Board Meeting	December 1, 2021 at 1:00 p.m.

Adjournment

Fuhrmeister adjourned the meeting at 3:06 p.m.

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

July 21, 2021
Date


By: Dan Fuhrmeister, Chair