

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350, Des Moines, IA 50309
Tuesday, September 28, 2021 | 1:00 p.m.

Board Members present for all or part of the meeting:

Dan Fuhrmeister, Chair - electronic	Jordan Maus - electronic
Loretta Laubach, Vice Chair - electronic	Leila Granger - electronic
Cody Seeley - electronic	Teresa Selberg

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
Brad Horn, AAG - electronic	Rod Reed, Bureau Chief

Public present for all or part of the meeting:

None

Call to Order

Call to Order by Fuhrmeister at 1:01 p.m.

Welcome, Introduction & Roll Call

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

Approval or Revision of Agenda

Motion by Laubach to approve the agenda as presented.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Approval of Minutes

Motion by Maus to approve the open and closed session minutes from August 31, 2021, as presented.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Fuhrmeister gave permission for EO March to sign on his behalf.

New Business

Notice to Adopt (from ARC 5786C)

Fuhrmeister noted that no public or written comments were submitted or made during the Notice of Intent.

Motion by Laubach to approve the notice to adopt changes to IAC 193F-Chapters 5, 6, and 10.
Seconded by Granger.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Fuhrmeister gave permission for EO March to sign on his behalf.

Notice of Intent (Rest of the Rolling 5 Year Review Changes)

Fuhrmeister noted that the rules committee met and offered up some changes to Iowa Administrative Code 193F based on the 5-year rolling review that started in 2019.

Motion by Selberg to file a notice of intent to amend 193F with the rest of the 5-year rolling review changes.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Old Business

COVID

Nothing new to report.

Public Comments

None

Discipline

Motion Laubach to go into closed session at 1:09 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 Granger

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

Motion by Maus to return to open session at 1:23 p.m.

Seconded by Selberg.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Laubach to amend the settlement agreement in case 20-15 and 21-19 as discussed in closed session.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Maus to close cases 21-04A and 21-29 as discussed in closed session.

Seconded by Granger.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Board Member Reports

Chair Report – Fuhrmeister had nothing to report.
Associate Committee Report – March, Fuhrmeister, and Selberg had nothing to report.
Code Committee Report – Granger, Horn, Laubach, and March had nothing to report.
Discipline Committee Report – Maus, Selberg, Horn, and March had nothing to report.
Peer Reviewer Committee Report – Maus, Seeley, and March 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 thanked the board members and EO March for all they do.

March stated that interviewing for the new staff position will begin in October. March also provided a number of dates she will be unavailable due to conferences and meetings. She also stated that CJIS training for those that are due needs to be completed and verified that all Board members have signed up for Okta.

Legal Report

Horn reported that the board received a notice regarding bias. Horn would like this added to the November agenda as the board needs to decide on how they would like bias complaints handled. Horn noted that some states handle it at the board level while others consult with other groups such as HUD. Horn also provided information regarding the hearings being held November. He stated that the ALJ will control the hearing and that board members can ask questions.

Upcoming Meetings and Last-Minute Comments

WPR Committee Meeting	October 6, 2021 at 10:30 a.m. via Zoom
WPR Committee Meeting	November 4, 2021 at 10:30 a.m. via Zoom
Discipline Committee Meeting	November 2, 2021 at 10:30 a.m. via Zoom
Board Meeting	November 17, 2021 at 10:00 p.m.

Adjournment

Fuhrmeister adjourned the meeting at 1:37 p.m.

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

11-17-2021
Date


By: Dan Fuhrmeister, Chair