

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
200 East Grand Avenue, Suite 350, Des Moines, IA 50309
Wednesday, May 25, 2022 | 10:30 a.m.

Board Members present for all or part of the meeting:

Susan Clark
Loretta Laubach
Cody Seeley - electronic
Dan Fuhrmeister, Chair - electronic
Jordan Maus, Vice-Chair

Board Members not present for the meeting:

Leila Granger

Staff present for all or part of the meeting:

Brandy March, Executive Officer
Brad Horn, AAG - electronic
Rod Reed, Finance Bureau Chief
Kimberly Gleason, Administrative Assistant

Public present or all or part of the meeting:

Lisa Loken

Call to Order

Call to Order by Fuhrmeister at 10:31 a.m.

Welcome, Introduction & Roll Call

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

Vote on Chair & Vice-Chair

Motion by Laubach to appoint Dan Fuhrmeister as chair until the May 2023 meeting.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Maus to appoint Jordan Maus as vice-chair until the May 2023 meeting.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Assign Committee Members

Fuhrmeister called for volunteers and assigned the following board members and staff to committees.

Associate Committee – March, Laubach, and Fuhrmeister
Code Committee – March, Horn, Laubach, and Granger
Discipline Committee – March, Horn, Maus, and Fuhrmeister
Impaired License Committee – March, Seeley, and Granger
Peer Review Committee – March, Maus, and Laubach
Reporters Committee – March, Clark, and Fuhrmeister
Rules Committee – March, Horn, Clark, and Seeley
Work Product Review Committee – March, Seeley, and Laubach

Approval or Revision of Agenda

Motion by Seeley to approve the agenda as presented.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Approval of Minutes

Motion by Laubach to approve the open and closed session minutes from April 20, 2022, as presented.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Fuhrmeister granted Ms. March permission to sign on his behalf.

New Business

WPR

Seeley stated that Albertson was knowledgeable and did a good job overall. Seeley reported that they understood the methodology, that all the USPAP reports were compliant, and the committee recommended approval. Seeley reported that Loken was knowledgeable with minor errors in the reports. Seeley and Fuhrmeister noted that the non-compliant report was early in their work file and that the error was not repeated in the later reports. Laubach mentioned that they were eager to learn. Seeley stated the committee recommended approval.

Motion by Maus to approve the WPR for Sydney Albertson and Lisa Loken.

Seconded by Seeley.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Loken thanked the board.

ASC/TAF Updates

AQB Public Meeting

Fuhrmeister reported that notes from the AQB call were provided in the boards drive and inquired if anyone had any questions regarding that or the State Offsite Assessment. The board had no questions or comments.

Meeting/Conference/Training Updates

AARO Spring Conference

The board had no questions on the exhibit.

Industry News

Nothing to report.

ARC6254C – Notice to Adopt

Fuhrmeister noted that a public meeting on ARC6254C was held on April 13, 2022, and the ASC had reviewed the draft rules and had no questions or concerns. Laubach requested an update on ARC6254C. March stated that ARC6254C was regarding PAREA.

Motion by Laubach to have Ms. March submit the adopt and file with the legislature as presented.

Seconded by Maus.

Motion was amended.

Seeley stated he was not in the original discussion regarding PAREA and expressed concerns over reviewing after it is started. March indicated that PAREA will need to go through program approval with the state. Seeley noted that the program does not require a real appraisal and had concerns over the replacement of real-life experience. Fuhrmeister stated that the applicant will still be required to be interviewed. Reed inquired if the board reviews work product on reciprocal licenses. The response was no. March stated that 31 states have adopted some form of PAREA with 1,800 individuals on the mailing

list regarding PAREA updates. March reported that TAF confirmed the experience does not expire and attendees are to be allowed to make up any qualifying education deficiency and requested that change be incorporated into the notice to adopt. The board agreed to add that deficiencies may be corrected.

Motion by Laubach to have Ms. March submit the adopt and file with the legislature as amended.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Yearly Legal Training

Horn presented the legal training slide presentation to those in attendance. Horn stressed the importance of keeping personal feelings towards a licensee or respondent to themselves and to only review the facts of the case. He reminded board members that no investigation is to be done on the part of the board member.

Fuhrmeister called for break at 11:33 a.m. until 11:51 a.m.

Yearly Board Member Training

March presented the board member training slide presentation to those in attendance. March stressed that a code may not be changed but rules are not codes therefore they may be waived if deemed fit.

Traveling Board Meeting

March shared the quotes from two locations in Dubuque and inquired if anyone would like her to seek more bids. Maus and Seeley recommend Hotel Julien. The board selected September 23, 2022, at 1:00 p.m. for the traveling board meeting.

Motion by Seeley to have Ms. March contract with Hotel Julien for the September 2022 Board Meeting.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

March reminded all board members that will be acquiring lodging that the hotel must be on the state's list to be available for reimbursement.

Old Business

None.

Public Comments

None.

Discipline

Laubach moved to go into closed session at 12:22 p.m. pursuant to 1) 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 2) Iowa Code section 21.5(1) (d) to discuss whether to initiate licensee disciplinary investigations or proceedings; and 3) Such review and discussion will include any cases ready for final resolution through closure or consent order; and 4) Iowa Code section 272C.15(5) to determine whether an applicant's criminal record will prevent the applicant from receiving a license and to determine whether to deny an applicant's application on the basis of an applicant's criminal conviction.

Seconded by Maus.

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

Any members of the public were placed into the waiting room at 12:22 p.m.

Motion by Seeley to return to open session at 12:41 p.m.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Laubach to find probable cause in cases 22-02 as discussed in closed session.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Maus to release the respondent from the Settlement Agreement in case 20-31 as discussed in closed session.

Seconded by Seeley.

VOTE: Aye: Clark, Fuhrmeister, Maus, and Seeley Nay: None Abstaining: Laubach

Motion passed.

Motion by Maus to amend the consent order in case 20-36 as discussed in closed session.

Seconded by Laubach.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Seeley to accept and countersign the settlement agreement in case 21-36 as discussed in closed session.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Seeley to close case 22-14 as discussed in closed session.

Seconded by Maus.

VOTE: Aye: All Nay: None Abstaining: None

Motion passed.

Fuhrmeister grants permission to Ms. March to sign any board approved disciplinary actions on his behalf.

Board Member Reports

Chair Report – Fuhrmeister reported that Selberg has stepped down from the board.

Associate Committee Report – March, Laubach and Fuhrmeister had nothing to report.

Code Committee Report – Granger, Horn, Laubach, and March had nothing to report.

Discipline Committee Report – Fuhrmeister, Maus, Horn, and March had nothing to report.

Peer Reviewer Committee Report – Maus, Laubach and March had nothing to report.

Rules Committee Report – Horn reported that PLB Bureau Chief SchraderBachar shared a legislation change that will need to be added to the board's rules.

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 reported that course provider audits on continuing education courses are to be scheduled and asked permission from the board to only bring those to the board that did not meet the requirements. The board agreed. March also reported that renewals are continuing to arrive and that the system did not have any issues this season. March stated that the files for the audit have been sent.

Legal Report

Horn reported that the AG's office staff that represent licensing boards will be working on universal rule changes.

Upcoming Meetings and Last-Minute Comments

WPR Committee Meeting	June 8, 2022 at 10:30 a.m. via Zoom
Discipline Committee Meeting	June 15, 2022 at 10:30 a.m. via Zoom
Board Meeting	June 23, 2022 at 1:00 p.m. via In-Person/Zoom
Board Meeting	July 20, 2022 at 1:00 p.m. via In-Person/Zoom

Fuhrmeister granted March authority to sign any document approved by the Board.

Adjournment

Fuhrmeister adjourned the meeting at 12:56 p.m.

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

6.23.2022
Date


By: Dan Fuhrmeister, Chair