

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 East Grand Avenue, Suite 350, Des Moines, IA 50309  
Thursday, June 23, 2022 | 1:00 p.m.

**Board Members present for all or part of the meeting:**

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

**Board Members not present for the meeting:**

None

**Staff present for all or part of the meeting:**

Brandy March, Executive Officer	Rod Reed, Finance Bureau Chief
Brad Horn, AAG - electronic	Kimberly Gleason, Administrative Assistant
Demetria Witt, PLB Licensing Specialist	

**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: Clark, Fuhrmeister, Laubach, Maus, and Seeley.  
Quorum was established.

**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.

Granger joined the meeting at 1:03 p.m.

**Approval of Minutes**

**Motion by Laubach to approve the open and closed session minutes from May 25, 2022, as presented.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**New Business**

**WPR**

Seeley reported that the committee had some concerns regarding the marina report in Davenport, IA and that with the complexity of the assignments this was not unusual. There were just a few questions Brosman had trouble answering. Seeley stated the committee recommends approval.

**Motion by Maus to approve the WPR for Rockne Brosman.**

Seconded by Seeley.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**ASC/TAF Updates**

March had nothing to report.

**IDOB/PLB Changes Regarding EO March**

Fuhrmeister stated that EO March will start reporting to Lori SchraderBachar, PLB Bureau Chief, on July 1, 2022, with financials and Board oversight remaining under IDOB.

**Meeting/Conference/Training Updates/CE Audits**

**The Cost Approach: Unnecessary or Vital to a Healthy Practice**

Fuhrmeister stated that EO March performed an audit on the Appraisal Institute's seven-hour course titled, The Cost Approach: Unnecessary or Vital to a Healthy Practice. The board had no questions or comments regarding the audit exhibit. March did note that she reported a potential violation of the Iowa Real Estate Commission rules regarding concerns over the distribution of blank course completion certificates prior to the class ending.

**Course Application RA-22-00459 IAAO Course 400 – Assessment Administration**

Fuhrmeister stated that EO March presented an application for an IAAO course titled, Assessment Administration and had some concerns on whether the course met the requirements for an approved appraisal related educational content. March stated that she denied credit to individuals that submitted the course as a post-course application for individual credit. March did inquire how it would enhance the performance of appraisals and the provider could not provide a benefit for the appraisal practice. Fuhrmeister states that the course objective seemed more office administrative and not appraisal practice specific.

**Motion by Seeley to deny the course application RA-22-00459 from the IAAO for the Assessment Administration course.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**License Applications – Board Review Needed**

Associate Appraisers (Vote Held After Closed Session)

Renewals / Extenuating Circumstances (1 Vote Held After Closed Session)

Other

Fuhrmeister stated that EO March had provided the Board with additional application and/or extenuating circumstances that require Board approval which were presented in an exhibit. March noted that Brosman has been approved to renew but would like him added to the motion.

**Motion by Laubach to approve the extenuating circumstances for Rockne Brosman, Levi Bro, Jon Kane, Jed Jungmann, Lyndsey Brozene, and Jonathan Flattery.**

Seconded by Clark.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Memorialization of 5 Year Rolling Review & Legislature Report**

Fuhrmeister reported that the Board finished the 5-year rolling review as of March 2022, that started in 2017. Fuhrmeister stated that EO March provided the Board with the legislature report for the 5-year rolling review. It was noted that the Rules Committee needs to start on the next five-year rolling review of its rules. The board had no questions or comments.

**The Appraisal Summit**

Fuhrmeister reported that EO March has requested to attend The Appraisal Summit in Las Vegas from September 26-27, 2022. Seeley, Gleason, and Fuhrmeister expressed interest in attending.

**Motion by Laubach to approve EO March with 2 additional staff and/or board members to attend.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

### **Old Business**

#### **Traveling Board Meeting**

Fuhrmeister stated that the traveling board meeting will be held in Dubuque, IA in September 2022, and EO March presented the Hotel Julien contract to the board. March noted that the board needed to start advertising the event. The board agreed to spread the word.

### **Public Comments**

None.

### **Board Member Reports**

Chair Report – Fuhrmeister had nothing to report.

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

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

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

Impaired Licensee Committee Report – Granger, Horn, March, and Seeley had nothing to report.

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

Reporters Committee Report – Clark, Fuhrmeister, and March had nothing to report.

Rules Committee Report – Clark, Horn, March, Reed, and Seeley had nothing to report.

Work Product Review 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 five individuals are in the queue for the WPR Committee interviews with a maximum of three interviews per meeting. Seeley stated that they do not want to hold anyone up and they would be available for multiple meetings in a month. March also reported that as of Monday, there were over 300 licensees who have not renewed their appraiser license. March stated that there have been some failed audits and explained how facial compliance is determined without a full audit. The board agreed to review the renewal process in the next Rules Committee meeting to consider amending the rules to include a renewal period of May 1-May 31 for regular renewals and June 1 to June 30 for late renewals.

### **Legal Report**

Horn had nothing to report.

### **Discipline**

**Motion Maus to go into closed session at 1:39 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 Clark.

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

**Motion by Seeley to return to open session at 2:04 p.m.**

Seconded by Laubach.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

**Motion by Seeley to accept and countersign the amendment to the settlement agreement in cases 20-15 and 20-19 as discussed in closed session.**

Seconded by Granger.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

**Motion by Maus to close case 22-04 as discussed in closed session.**

Seconded by Seeley.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

**Motion by Laubach to close case 22-10 as discussed in closed session.**

Seconded by Granger.

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

Motion passed.

**Motion by Seeley to close case 22-19 as discussed in closed session.**

Seconded by Clark.

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

Motion passed.

**Motion by Seeley to approve the associate registration application for Ronda Arruda.**

Seconded by Granger.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

**Motion by Seeley to approve the renewal application for Reed Kinne.**

Seconded by Maus.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

**Upcoming Meetings and Last-Minute Comments**

Discipline Committee Meeting	July 13, 2022 at 10:30 a.m. via Zoom
WPR Committee Meeting	July 14, 2022 at 10:30 a.m. via Zoom
Board Meeting & Formal Hearing	July 20, 2022 at 10:30 a.m. via In-Person/Zoom

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

**Adjournment**

Fuhrmeister adjourned the meeting at 2:09 p.m.

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

7-20-22  
Date

Dan Fuhrmeister bm  
By: Dan Fuhrmeister, Chair