

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 East Grand Avenue, Suite 350, Des Moines, IA 50309  
October 27, 2022 | 10:30 a.m.

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

Sue Clark – via Zoom  
Dan Fuhrmeister, Chair

Loretta Laubach  
Jordan Maus, Vice Chair

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

Leila Granger  
Cody Seeley

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

Kimberly Gleason, Administrative Assistant  
Brad Horn, AAG

Brandy March, Executive Officer  
Lori SchraderBachar, PLB Bureau Chief

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

Peter Fontana  
Tim Holcomb – via Zoom

Eli Gorter – via Zoom

**Call to Order**

Call to Order by Fuhrmeister at 10:35 a.m.

**Welcome, Introduction & Roll Call**

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

**Approval or Revision of Agenda**

**Motion by Maus 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 September 23, 2022, as presented.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**New Business**

**Introduction of Peer Reviewer Peter Fontana (Q&A Period)**

Fontana provided a brief background. Fontana noted that with the assistance of Bill Pruett, IA Peer Reviewer, they are reviewing the current peer reviewer form for redundancy and will present to the board a revised form they would like to implement.

**WPR**

Laubach reported that Batten was a prior deferral and they had concerns with one report in which the value was misreported, she mentioned that the issue regarding the value was resolved. Fuhrmeister inquired on the committee's recommendation and Laubach stated the board recommended approval. Laubach reported that DeWerff was originally a deferral and both reports were USPAP compliant, the committee recommended approval. Laubach reported on Gorter and stated that the Granger, IA location report came back USPAP compliant but the committee felt that had it been a complaint the reviewer would not have considered it to be USPAP complaint. Laubach mentioned that the applicant had trouble with the cost approach, reconciliation, and disclosure of prior sales which lead the committee to recommend a six-month deferral, optional consultation with a peer reviewer, and submit two additional

reports of which one is the cost approach. Laubach reported that Pomerson's reports were very generic and utilized boiler-plate text that didn't describe reasoning, thought process or reflect the market/neighborhood. Laubach noted that two of the three reports were not USPAP compliant and one report used a USPAP compliance addendum from the 1990's, the committee recommended a three-month deferral with the selection of two more reports with one utilizing the cost approach. Laubach reported that Liddiard had USPAP complaint reports and the applicant knew answers to a majority of the questions. Laubach stated that Liddiard did really well with extraordinary and hypothetical condition question and the committee recommended approval.

**Motion by Maus to approve the WPR for Ross DeWerff, Kaitlin Liddiard and Andrea Batten.**

Seconded by Laubach.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed

**Motion by Laubach to defer the WPR for Eli Gorter and Tracy Pomerson as discussed.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed

**Peer Reviewer Contracts**

Fuhrmeister stated that peer reviewer contracts will expire on December 31, 2022 and that new contracts will be valid for a five-year timeframe. Fuhrmeister also stated that the State/Board or reviewer may terminate the contract for any reason at any time.

**Motion by Maus to renew peer reviewer contracts for William Pruett, Cris Wilmes, Julie Ann Griffith, Peter Fontana, Rich Correll, Terry Kestner, David Passmore, and Gene Nelsen.**

Seconded by Laubach.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed

**PSI Contract Extension**

Fuhrmeister noted that the PSI Examination Services contract will end on December 31, 2022. Fuhrmeister reported that the contract allows for five one-year extensions and the board has completed four of the five extensions. Fuhrmeister stated a formal, public bid will need to be conducted next summer.

**Motion by Laubach to authorize Ms. March to enter into a one-year extension to the PSI contract for examination services.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed

**Old Business**

None.

**Public Comments**

None.

Holcomb left the meeting at 10:53 a.m.

### **Board Member Reports**

Chair Report – Fuhrmeister had nothing to report.

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

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

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

Impaired Licensee Committee Report – Horn reported that some of the committee members had concerns over this committee due to the cost and requirement of a licensed medical professional in addition to a true need for the committee.

Peer Reviewer Committee Report – March stated that Pruett and Fontana will need added to the next committee meeting to present the revised peer review form.

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

Rules Committee Report – March stated that the committee has reviewed chapter 1 and will work on chapter 2 during the next meeting.

Work Product Review Committee Report – Laubach, March, and Seeley had nothing to report.

Board Member Individual Reports – Laubach reported that she will be unable to travel for three months but will be able to attend meetings via Zoom.

### **Staff Reports**

PLB Report

SchraderBachar had nothing to report.

Executive Officer Report

March notified the board that she has resigned and her last day will be November 10, 2022. March also reported her notes from the UNI Meeting, The Appraisal Summit, and AARO Fall 2022 Conference are on the drive. The board had no questions regarding the documents.

### **Legal Report**

Horn had nothing to report although may have an agenda item for next month regarding expediting the discipline process.

Fontana and Gorter left the meeting at 11:03 a.m.

### **Discipline**

**Motion by Laubach to go into closed session at 11:05 a.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.**

Seconded by Maus.

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

Motion passed.

**Motion by Clark to return to open session at 11:29 a.m.**

Seconded by Maus.

VOTE: Aye: All            Nay: None            Abstaining: None

Motion passed.

Fontana returned to the meeting at 11:29 a.m.

**Motion by Laubach to accept and countersign the combined statement of charges, settlement agreement, and order accepting voluntary surrender in case 22-24 as discussed in closed session.**

Seconded by Clark.

VOTE: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Maus to find probable cause and offer a settlement agreement in case 22-21 as discussed in closed session.**

Seconded by Laubach.

VOTE: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Laubach to close case 22-05 as discussed in closed session.**

Seconded by Clark.

VOTE: Aye: All                      Nay: None                      Abstaining: Maus

Motion passed.

**Upcoming Meetings and Last-Minute Comments**

Rules Committee Meeting	October 31, 2022 at 10:00 a.m. via Zom
WPR Committee Meeting	November 3, 2022 at 10:00 a.m. via Zoom
Board Meeting	November 30, 2022 at 10:00 a.m. in person (Hearing)
Board Meeting	December 15, 2022 at 10:30 a.m. in person (Hearing)

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

SchraderBachar stated she had inquired on the open board position with the governor's office.

March stated that board members present would be going to lunch and will not be a quorum.


**Adjournment**

Fuhrmeister adjourned the meeting at 11:33 a.m.

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

11.30.2022

Date

  
By: Dan Fuhrmeister, Chair