

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 East Grand Avenue, Suite 350, Des Moines, IA 50309  
Tuesday, June 20, 2023 | 10:00 a.m.

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

Sue Clark  
Dan Fuhrmeister, Chair – via Zoom  
Loretta Laubach – via Zoom  
Jordan Maus – via Zoom  
Cody Seeley – via Zoom  
Jeff Shannon – via Zoom

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

Leila Granger

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

Kimberly Gleason, Executive Officer  
Kris Conway, PLB Licensing Specialist  
Chris Bucher, AA1  
Brad Horn, AAG  
Lori SchraderBachar, PLB Bureau Chief

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

Candace Brazelton – via Zoom  
Karey Dirks – via Zoom  
Adam Hehlke – via Zoom  
Time Jansen – via Zoom  
Curtis Kron – via Zoom  
Donald Loutsch – via Zoom  
Andrea Miller – via Zoom  
Dave Nebel – via Zoom  
Danielle Peebler – via Zoom  
Debra Stanbro – via Zoom

**Call to Order**

Fuhrmeister called the meeting to order at 10:03 a.m.  
Welcome and Introductions were made.  
Quorum was established.  
No agenda changes were made.

**Approval of Minutes**

**Motion by Laubach to approve the open and closed session minutes of May 16, 2023.**

Seconded by Seeley.

Vote: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Board Member Reports**

None

Loutsch entered meeting at 10:05 a.m. Clark entered meeting at 10:06 a.m.

**Committee Reports**

**Work/Product Review Committee Recommendation & Vote**

Laubach, Shannon, and Seeley provided a short report on each candidate.

Maus entered the meeting at 10:10 a.m.

**Motion by Seeley to approve the WPR for Curtis Kron, Candace Brazelton, and Andrea Miller.**

Seconded by Shannon.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Motion by Laubach to approve the WPR for Donald Loutsch.**

Seconded by Shannon.

VOTE: Aye: Clark, Fuhrmeister, Laubach, Maus, Shannon      Nay: None      Abstaining: Seeley  
Motion passed.

**Staff Reports**

Assistant Attorney General

AAG Horn provided a lengthy report.

Bureau Chief

SchraderBachar was not present at that time.

Board Executive/Licensing Report

Gleason had no report to present.

Licensing Report

None given.

SchraderBachar entered the meeting at 10:40 a.m.

**Proposed Amendments to IAC193F Red Tape Review & Vote**

**Motion by Seeley to accept the proposed changes to Administrative Rules 193F Chapters 2, 3, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29.**

Seconded by Maus.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Desk Review/Appraisal Discussion**

Horn gave a brief update on the progress of the investigation. Gleason recited Iowa Code 543D.3(2). This agenda item is being removed from future agendas until the Rules/Code Committee can review necessary or needed changes.

**AMC Appraiser Hiring Practices Discussion**

Horn gave a brief update on the progress of the investigation.

**Unlicensed Data Collection Discussion**

Gleason gave update of 543D.20(1)(c). This agenda item is being removed from future agendas until the Rules/Code Committee can review necessary or needed changes.

**Public Comments**

None

Bureau Chief SchraderBachar had no report to present.

All public members left meeting at 10:50 a.m.

The board broke at 10:55 a.m. and returned at 11:00 a.m.

**Complaints & Discipline**

**Closed Session**

**Motion by Laubach to go into closed session at 11:01 a.m. pursuant to Iowa Code section Iowa Code §§ 21.5(1)(a), (c) & (d) and 272C.6(4), to review pending license discipline cases and investigations, including 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, Maus; aye, Seeley; aye, Shannon; aye.

Motion passed.

**Open Session**

**Motion by Laubach to return to open session at 11:14 a.m.**

Seconded by Maus.

VOTE: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Shannon to close case 22-30 as discussed in closed session.**

Seconded by Laubach.

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

Motion passed.

**Motion by Seeley to close case 23-07 and 23-09 as discussed in closed session.**

Seconded by Clark.

VOTE: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Upcoming Meetings and Last-Minute Comments**

Board Meetings

July 18, 2023

August 15, 2023

September 12, 2023

November 21, 2023

Discipline Committee

July 11, 2023

Rules/Code Committee

TBD

Work Product Review Committee

TBD

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

**Adjournment**

Fuhrmeister adjourned the meeting at 11:20 a.m.

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

7-18-2023  
Date

Kimberly Sue Sloan on behalf of Dan Fuhrmeister  
By: Dan Fuhrmeister, Chair