WEST VIRGINIA REAL ESTATE APPRAISER
LICENSING AND CERTIFICATION BOARD
405 Capitol Street, 4th Floor Conference Room
Charleston, WV

MINUTES

September 19, 2018

I. Call to Order

The meeting was called to order at 11:12 am by Board Chair Dean Dawson.

II. Roll Call

Roll Call was taken by Secretary Ann Worley.

The following were in attendance: Frank DeChiazza; Joe Chico; Dean Dawson; Ann Wilson Worley; Glenn Summers; Nathan Nibert; Jennifer Akers, Assistant Attorney General, and Patricia Pope, Executive Director. Darlene Dunn participated by conference call. Jeff Burrell, a licensee, was also present.

III. Remarks from the Public

Jeff Burrell spoke about the renewal of his AMC license.

IV. Approval of Agenda

The agenda was approved by members present.

V. Parliamentary Procedures

Ann Wilson Worley provided tips on presenting panel discussions.

VI. Approval of the July 18, 2018 Meeting Minutes

Minutes from the July 18, 2018 meeting were presented to the Board. Joe Chico made a motion to approve the minutes as presented. Glenn Summers seconded the motion. Motion carried.

Approval of August 27, 2018 Conference Call Meeting Minutes

Ann Wilson Worley made a motion to approve the minutes from the August 27, 2018 conference call. Glenn Summers seconded the motion. Motion carried.

VII. Financial Report
Frank DeChiazza reviewed the information but is not prepared to make a full report.

VIII. Committee Reports and Recommendations

A. Education

Report is continued until next meeting.

B. Policy and Procedures

No recent meeting.

Executive Session

Glenn Summers made a motion to enter executive session. Ann Worley seconded the motion. Motion carried. Ann Wilson made a motion to leave executive session. Joe Chico seconded the motion. Motion carried.

C. Standards

Joe Chico made a motion to accept the recommendations of the Standards Committee as amended. Motion carried.

D. Upgrades

Nathan Nibert made a motion to accept the recommendations of the Upgrades Committee as presented. Motion carried.

IX. Executive Director’s Report

Legislative Rule Change
Database
Education Events
BRIM
  *Safety committee created which includes Dean Dawson Frank DeChiazza, Patricia Pope and Michelle Meadows.
  *Safety Policy Statement

X. Legal Counsel Report

Outside Reviewer needed for complaint 18-003.
WV Code §6B-2-5(e)
FOIA
XI. Open Business
   A. Board Investigator – Item held over

XII. New Business
   A. Personnel – Item held over
   B. Change of meeting venue – Item held over

XIII. Remarks from the Board

XIV. Adjournment
   Meeting was adjourned at 3:42 p.m.

Prepared By

Jennifer K. Akers
Assistant WV Attorney General

Dean Dawson, Chair

Ann Wilson Worley, Secretary