

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

MINUTES

February 12, 2020

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 1:17 p.m. by Dean Dawson, Chair.

II. Roll Call Dean Dawson, Chair

A silent Roll Call was taken. It was determined a quorum existed.

The following were in attendance: Chair Dean Dawson (Appraiser – 2nd Congressional District), Robert G. Wilson (Appraiser – 3rd Congressional District), Honorable Anthony J. Julian (General Public), Nathan Nibert (Appraiser – 3rd Congressional District), Darlene Dunn (Financial Institution) by phone, WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.

III. Remarks from the Public

Rebecca Stephens

1. Rebecca Stephens was present to speak to the Board about her recently denied application to upgrade. Ms. Stephens spoke about the need for younger appraisers in her county, her experience as a supervisor, and the local banking criteria for appraisals. Her prospective apprentice, Kevin Hagerty, accompanied her.

IV. Approval of Agenda Board

Robert G. Wilson, Jr., made a motion to approve the agenda as presented. Nathan Nibert seconded it. Motion carried.

V. Approval of January 8, 2020 Meeting Minutes Board

Robert G. Wilson, Jr., made a motion to approve the minutes from the January 8, 2020 board meeting. Nathan Nibert seconded it. Motion carried.

VI. Financial Report Patricia Rouse Pope

Executive Director Patricia Pope presented financial report for the month of January 2020. Robert G. Wilson, Jr., made a motion to accept the financial reports as presented. Nathan Nibert seconded the motion. Motion carried.

VII. Executive Director's Report

Patricia Rouse Pope

Patricia Pope presented. Topics included:

1. Newsletter:
 - a. Dean Dawson suggested that any changes or additions be sent to Patricia before Tuesday February 17, 2020.
2. Bills Before the Legislature
 - a. HB 4011 – Passed out of Gov.Org 2.6.2020 with no negative votes
 - b. HB 4380 – Addition of REAB to 2020 list of Legislative Performance Audit schedule.
 - c. HB 4011 – Reorganization of Chapter 30 Boards to 30, 30A and 30B.
 - i. WVREALBC was in the wrong category (non-degree). WVAB was added correctly to 30A for licensing requiring bachelor's degree.
 - d. Note: The BPO matter has not had any action since being defeated.

VIII. Legal Counsel Report

Anthony D. Eates, II

Legal counsel was not present and there was no report.

IX. Committee Reports & Recommendations

A. Standards

Dean Dawson

1. Report of recommendations of 2-12-2020 Meeting
 - a. A20-001 - held over until March 10, 2020 meeting
 - b. A20-002 - held over until March 10, 2020 meeting
 - c. A19-013 - held over until March 10, 2020 meeting
 - d. A19-014 - held over until March 10, 2020 meeting
 - e. S19-001 - Concluded.
 - f. S18-003 - Concluded.

Standards Committee Reports/Recommendation were held over until the March 10, 2020 meeting.

B. Upgrades

1. Report of recommendations of 2-12-2020 Meeting
 - a. U19-025-S
 - b. U19-030-S
 - c. U19-035-R

- d. U19-038-S
- e. 020-001-S
- f. U20-002-S
- g. U20-003-S

Nathan Nibert made a motion to approve the Upgrades Committee report. It was seconded by Dean Dawson. Motion carried.

X. Open Business

- A. Determine and Approve Remainder of 2020 Committee and Board Meeting Dates.

Dates through the current year were discussed. Some had to be changed. Some are going to be teleconferenced and some will be in person. Dates through April were approved. Dean Dawson suggested that the Board members look over the dates for upcoming meetings this year and if there needs to be changes to advise Patricia accordingly.

- B. Further consideration of Bond Sliding Scale
Held over until the next meeting on March 11, 2020
- C. Further discussion of investigator/Reviewer Position
 - 1. Nathan presented a job description and it was reviewed.
 - 2. Dean informed the Board members that legal counsel had informed him that the Board could not hire anyone that worked in the real estate industry.
 - 3. Judge Julian asked and it was discussed if a criminal justice student or graduate from Fairmont State College could be a candidate.
 - 4. The Board said that it was a good idea about a criminal justice student.
 - 5. Judge Julian will be contacting Fairmont State College and he will let Patricia know what he finds out.
 - 6. Patricia will contact Indeed about posting the job announcement.
 - 7. Need to add on job announcement "may require overnight travel"; "not limited to mileage, M & I (meals and incidentals); and lodging.
 - 8. Minimum of certified residential experience.
 - 9. Goal of 2-3 months to get someone hired.
 - 10. Need to know eventually who this person reports to.
 - 11. Standards Committee will be the hiring committee for this position.

XI. New Business

- A. Discussion of matter relating to a license extension request.

Send letter certified mail, return receipt requested. Board stands by its previous decision not to grant extension.

- B. Consider advertising issue.
 - 1. The Board decided that education providers can advertise when a class is approved, or they can do it as “pending” if approval hasn’t yet been granted.
- C. Consider management of applications with prior background issues.
 - 1. This matter will be considered at the March 11, 2020 Board Meeting.
- D. Definition of AMC and appraiser renewal timelines.
 - 1. Each timeline was discussed in a lengthy manner and a determination was made. The current process that the Board office is using was agreed upon as correct by the Board.
- E. Consideration of Administrative Rule Change re supervisor course/training
 - 1. This matter will be considered at the March 11, 2020 Board Meeting.
- F. Further consideration of Education Course Approval
 - 1. This matter will be considered at the March 11, 2020 Board Meeting.

XII. Remarks from the Board

None.

XIII. Adjournment

Meeting was adjourned at 4:15 pm.

Upcoming Meetings / Events

- WVREALCB Meeting – March 11, 2020
- Standards & Upgrades Committees combined Meeting – March 10, 2020

Respectfully submitted by
Karen L. Fisher, WVREALCB, Administrative Assistant



Dean Dawson, Chair

4/9/2020

Date

VACANT, Secretary

Date