

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

MINUTES

January 16, 2019

I. Call to Order

The meeting was called to order at 1:06 p.m.

II. Roll Call

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

The following were in attendance: Joe Chico; Dean Dawson; Glenn Summers; Nathan Nibert; the Honorable Judge Anthony Julian; Assistant Attorney General Jennifer K. Akers and Executive Director Patricia Pope. Darlene Dunn participated by phone. Absent from the meeting were Rachel Phillips, Frank DeChiazza and Ann Wilson Worley.

III. Approval of Agenda

Agenda was approved.

Executive Session

Glenn Summers made a motion to enter into executive session at 1:07 p.m. to discuss the report review of David Thalheimer. The Honorable Judge Anthony Julian seconded the motion. Motion carried.

Glenn Summers made a motion to come out of executive session at 1:55 p.m. Joe Chico seconded the motion. Motion carried.

VI. Approval of Minutes

Approval of the November 7, 2018 Meeting Minutes

Joe Chico made a motion to approve the minutes from the November 7, 2018 board meeting. Nathan Nibert seconded the motion. Motion carried.

Approval of the December 12, 2018 Meeting Minutes

Joe Chico made a motion to approve the minutes from the December 12, 2018 board meeting. Nathan Nibert seconded the motion. Motion carried.

VII. Financial Report

Nathan Nibert made a motion to accept the financial report as presented. The Honorable Judge Anthony Julian seconded the motion. Motion carried.

VIII. Presentation of Committee Reports & Recommendations

A. Education – No recent meeting.

B. Policy and Procedures – No recent meeting.

Executive Session

Glenn Summers made a motion to go into executive session at 2:12 p.m. to discuss the recommendations of the Standards and Upgrades Committees. The Honorable Judge Anthony Julian seconded the motion. Motion carried.

Glenn Summers made a motion to come out of executive session at 3:03 p.m. Nathan Nibert seconded the motion. Motion carried.

C. Standards –

1. Report of Reviewer of S18-003-C

2. Report of recommendations of 1.16.19 meeting

a. A-001 Dismissal

b. A-002 Send letter to individual who filed allegation informing them that the matter is a contract issue between the appraiser and the company that hired him to do the appraisal. Matter needs to be taken up with the other party to the contract.

Glenn Summers made a motion to approve the recommendations of the Standards Committee. Joe Chico seconded the motion. Motion carried.

D. Upgrades -

a. U18-016-G Apprentice to Certified General - Approval with Commentary

b. U18-032-R Licensed Residential to Certified Residential - Continued

c. U18-038-L Apprentice to Licensed Residential – Approval with Commentary

- d. U18-040-S Supervisor – Denial with Commentary
- e. U18-041-S Supervisor – Denial with Commentary
- f. U18-044-S Supervisor – Approval
- g. U18-045-S Supervisor – Approval
- h. U18-046-S Supervisor – Approval
- i. U18-047-S Supervisor – Approval
- j. U18-048-S Supervisor – Approval
- k. U18-050-S Supervisor – Continue with submission of new report
- l. U18-015-G Apprentice to Certified General – Approval with Commentary
- m. U18-039-G Certified Residential to Certified General – Approval

Nathan Nibert made a motion to approve recommendations A through M of the Upgrades Committee as listed above. Joe Chico seconded the motion. Motion carried.

RE: Upgrade 18-001-L

Nathan Nibert made a motion to approve the upgrade application from Apprentice to Licensed Residential Appraiser, giving the appraiser credit for 2000 hours of the log hours that he has submitted. Going forward for future upgrades the appraiser has 2000 hours. The Honorable Judge Anthony Julian seconded the motion. Motion carried.

IX. Executive Director's Report

AMC Statute Change
Audit by the Appraisal Subcommittee
Database Update
Fund Balance Report
AARO conference and training session
Financial Disclosure

X. Legal Report - None

XI. Open Business

Investigator Panel
USPAP Manuals

XII. New Business

A. Approval of Per Diem Forms (for work completed outside meetings)

Glenn Summers made a motion to revise the above-referenced form to remove Board approval and the signature of the board chair from the acceptance procedure. The Honorable Judge Anthony Julian seconded the motion. Motion carried.

XIII. Remarks from the Board – None

XIV. Adjournment

Meeting was adjourned at 3:44 p.m.

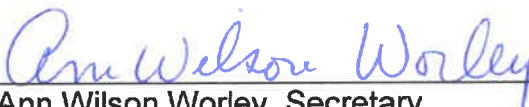
Jennifer K. Akers
Assistant Attorney General



Dean Dawson, Chair

3/6/19

Date



Ann Wilson Worley, Secretary

3/6/19

Date