

**WEST VIRGINIA REAL ESTATE APPRAISER LICENSING
AND CERTIFICATION BOARD
MEETING MINUTES**

**Via Zoom
January 26, 2022
9:00 am**

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 9:04 am 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 via Zoom: Chair Dean Dawson (Appraiser – 2nd Congressional District), Vice Chair Rachel Phillips (Appraiser – 1st Congressional District), Joseph A. Chico, III (Appraisal Management Company), Frank DeChiazza (Financial Institution), Daniel Burns, Esq. (Public), Scott Barnette, Esq., (Public), Russel Rice, (Appraiser – 1st Congressional District), WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Licensing & Committee Coordinator.

III. Administration of Oath of Service/Introductions Dean Dawson, Chair

Dean Dawson swore in new board members, Russel Rice and Scott Barnette, Esq. Each existing and new board member then introduced themselves.

IV. Remarks from the Public

None. Attending from the public was Lori Noble, Hollie Beckwith, Jessica Pickens, Jeff Burrell, Robert Pratt, and Josh Lanham, Esq.

V. Approval of Agenda Board

Motion made to approve the agenda by Rachel Phillips.
Frank DeChiazza seconded.
Motion carried.

VI. Approval of November 17, 2021 Meeting Minutes

Motion made to approve the November 17, 2021 Meeting Minutes by Frank DeChiazza.
Rachel Phillips seconded.
Motion carried.

VII. Financial Report

Patricia Rouse Pope

Patricia presented the Financial Report for the month of December 2021.

Discussion ensued regarding license fees and possibly keeping fees at current amount, but for a two-year period vs. the current one year term. Continued for further research and discussion.

Motion made to approve the Financial Report as presented by Rachel Phillips.

Frank DeChiazza seconded.

Motion approved.

VIII. Executive Director's Report

Patricia Rouse Pope

Patricia called the Board's attention the following:

1. Board-provided USPAP manuals.

The board purchased 263 electronic copies of the New 2022-23 7-hr USPAP Student Manual, New 2022 USPAP Reference Manual, and 2021 USPAP Manual. Two hundred fifty-eight (258) Appraiser/Apprentice requests were fulfilled on January 4, 2022. Copies were also sent to each board member.

2. Update regarding 2022 Legislative Session:

Bills presently being tracked are SB344 and HB4285. Still awaiting introduction our code change bill in the Senate, regarding 30-38-17.

3. Appraisal Subcommittee (ASC) State Offsite Assessment (SOA) conducted November 15-18, 2021.

4. Board Office Expansion details for consideration.

5. New Website Vendor

Research is being conducted and specs are being formulated for an RFQ regarding an alternate provider to replace WVOT.

6. Reminder to new Board Members to submit "New Hire" documents.

IX. Legal Counsel Report

None.

X. Committee Reports & Recommendations**A. Standards**

Dean Dawson

No Recent Meeting.

New Complaint(s) - None

New Allegation(s)
A22-001

Pending Allegation(s)
A21-014

Pending complaint(s)

- a. S20-001-C
- b. S20-002-C
- c. S20-006-C
- d. S20-010-C
- e. S20-012-C
- f. S20-013-C
- g. S21-001-C
- h. S21-002-C
- i. S21-003-C
- j. S21-004-C
- k. S21-005-C
- l. S21-006-C
- m. S21-007-C
- n. S21-008-C
- o. Hybrid-related Appraisal

B. Upgrades

Nathan Nibert, Chair

Report of recommendations of 1.12.2022 Meeting:

- a. U21-039-S – Approved with commentary
- b. U21-042-S - Approved
- c. U21-043-L – Approved with commentary
- d. U21-044-L - Approved
- e. U21-045-R – Approved with commentary

Motion made to accept the Upgrades Committee recommendation by Joe Chico.
Dean Dawson seconded.

Motion carried.

Russell Rice abstained from vote.

C. Education

Board

Consideration of Approval of Education Courses for QE or CE.

None

Board directed to add the need for another vendor for the WV Law Course to next meeting agenda.

XI. Open Business

- A. Consideration of Practical Applications of Real Estate Appraisal (PAREA) - Continued
- B. Consideration of WVOT Website Issues & Researching Other Vendors – Continued.
- C. Consideration of Zoom Protocol – Continued.
- D. Consideration of In Person Meetings – Continued due to on-going COVID-19 concerns.
- E. Consideration of McCune Matter – Continued.

XII. New Business

- A. Attorney Scott Barnette, Esq. (Public Member), and Russel Rice (Appraiser – 1st Congressional District – Sworn in by Chair Dean Dawson
- B. Results of ASC’s State Off-site Assessment – Patricia presented summary as part of the Executive Director’s Report.
- C. 2022 Committee and Board meeting dates – List of Proposed dates was presented, discussed, and approved. Board directed the board meeting dates be sent to all appraisers and apprentices via email and posted on the board website home page.

XIII. Remarks from the Board

Discussion ensued regarding reviewing upgrade applications at board meetings and a proposal was made to include a non-appraiser board member at committee meetings. Chair sent the suggestion back to Upgrades Committee to formulate and propose how to institute proceedings.

XIV. Adjournment

Motion to made to adjourn by Joe Chico.
 Russell Rice seconded.
 Motion carried.

The Board meeting was adjourned at 12:43 pm.

Upcoming Meetings/Events:

- WVREALCB meeting – February 23, 2022
- Upgrades Committee meeting – February 16, 2022

Respectfully submitted by

Patricia Rouse Pope, Executive Director



Dean Dawson, Chair

3.23.2022

Date

VACANT Secretary

Date