

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

**Via Zoom
August 24, 2022
9:00 am**

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 9:17 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), Frank DeChiazza (Financial Institution); Daniel Burns, Esq. (Public), Scott Barnette, Esq. (Public), Russell Rice, (Appraiser – 1st Congressional District), WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Licensing & Committee Coordinator.

III. Remarks from the Public

Jerry Yurek, Vice Chair, Appraiser Qualifications Board (AQB), representing The Appraisal Foundation (TAF) was in attendance to present information re: PAREA program - Agenda Item XI. A.

IV. Approval of Agenda Board

Motion made to approve the agenda by Russ Rice.
Frank DeChiazza seconded.
Motion carried.

V. Approval of July 20, 2022 Meeting Minutes

Motion made to approve the July 20, 2022, Meeting Minutes by Frank DeChiazza.
Russ Rice seconded.
Motion carried.

VI. Approval of the February 14, 2022, Meeting Minutes

Motion made to approve the February 14, 2022, Meeting Minutes by Frank DeChiazza.
Russ Rice seconded.
Motion carried.

VII. Financial Report

Patricia Rouse Pope

Patricia presented the Financial Report for the month of July 2022.
 Motion made to approve the Financial Report as presented by Frank DeChiazza.
 Russ Rice seconded.
 Motion carried.

The FY2024 Budget draft was presented for consideration.
 Motion made to approve the FY2024 budget as presented by Frank DeChiazza.
 Russ Rice seconded.
 Motion carried.

VIII. Executive Director's Report

Patricia Rouse Pope

Patricia called the Board's attention the following:

1. 2022-2023 Licensure Year Renewal Update.

As of 8.23.2022, almost 200 appraisers and apprentices are renewed through 9.30.2023.

2. Statement of Work (SOW) from WV Interactive

The SOW was included in the board meeting documents emailed on 7.15.22, for board member review and comment. Only one response was received regarding staff training. The next step will be Dean and Patricia following up with the developer about website examples.

3. Office Expansion Update

The computer, camera/speakers, and monitors are speced out by WVOT and are awaiting quotes. The WVOT will do the install. The last step of the process will be CIO approval of the computer, since it's not on a state contract.

IX. Legal Counsel Report

Anthony Eates, Deputy WV Attorney General
William Murray, Esq. (representing BRIM)
Adriana Marshall, Asst. WV Attorney General

A. Discussion with Legal Counsel re S20-103-C

B. Other Board matters

Motion made to enter Executive Session at 9:19 am by Russ Rice.
 Daniel Burns seconded.
 Motion carried.

Motion made to exit Executive Session at 10:56 am by Russ Rice.
 Frank DeChiazza seconded.
 Motion carried.

Committee Reports & Recommendations

A. Standards

Dean Dawson

Consideration of New Complaint(s) - None

Consideration of New Allegation(s)

A22-011 – Continued

A22-013 – Dismissed

A22-014 – Elevate to Board Complaint

Consideration of Pending Allegation(s)

A22-006 – Continued.

Consideration of Pending complaint(s)

a. S20-006-C – Consent Decree terms met; matter concluded

b. S20-010-C – Consent Decree terms met; matter concluded

c. S20-013-C – Pending

d. S21-001-C – Consent Decree terms met; matter concluded

e. S21-004-C – Take to hearing

f. S21-005-C – Take to hearing

g. S21-006-C – Take to hearing

h. S21-007-C – Take to hearing

i. S22-001-C – Continued

Motion made to approve Standards Committee recommendations regarding S20-006 and S20-010 and revisit education method language made by Russ Rice.

Frank DeChiazza seconded.

Motion carried.

Motion made to elevate A22-014 to Board Complaint and pursue summary suspension, following discovery of additional information by Russ Rice.

Frank DeChiazza seconded.

Motion carried.

Motion made to approve all other Standards Committee recommendations made by Dean Dawson.

Russ Rice seconded.

Motion carried.

B. Upgrades

Dean Dawson

Consideration of new Upgrades applications - None

Pending Upgrades:

- a. U22-003-S – Awaiting proof of successful completion of 15 hr. Site Value & Cost Approach course with exam and Support for Adjustments course (not testable) before the Board will issue Supervisor Certificate.
- b. U22-009-S – Awaiting proof of successful completion of 15 hr. Residential Report Writing course before the Board will issue Supervisor Certificate.

C. Education

Board

Consideration of Approval of Education Course(s) for QE or CE.

- a. Appraiser Application – Transferred Value (AI AL/MS Chapter) for 7 hrs. CE
- b. Appraiser Application – AI 44th Annual Economic Seminary (AI OH Chapter) for 7 hrs. CE
- c. Appraiser eLearning – 2022 Appraisal Summit Days 1 and 2 for 7 hrs. CE
EACH DAY
- d. Appraiser eLearning – Measuring with ANSI and the 2021 ANSI Update for 4 hrs. CE
- e. McKissock – Updated WV Law Course (3 hrs.) – Continued - Awaiting full review by outside legal counsel

Motion made to approve Education Courses as presented with the exception of Appraiser eLearning’s 2022 Appraisal Summit Days 1 and 2 approved for seven (7) total hours over the two days by Dean Dawson.

Russ Rice seconded.

Motion carried.

X. Open Business

- A. Consideration of In-Person Board Meetings – Continued until completion of Board office renovation.
- B. Consideration of another provider re WV Law Course – Continued (Under consideration at AI.)
- C. Consideration of Practical Applications of Real Estate Appraisal (PAREA) – Continued.
- D. Consideration of Hybrid and Bifurcated Appraisals – Continued.
- E. Consideration of taking S21-004, S21-006, and S21-008 to hearing – Continued until completion of reviews.
- F. Consideration of ED Performance Evaluation – Continued – Chair will distribute form to members.
- G. Consideration of Appraiser Independence – Continued

XI. New Business

A. PAREA presentation by Jerry Yurek – Presented.

XII. Remarks from the Board

XIII. Adjournment

Motion to made to adjourn by Dean Dawson.
Russ Rice seconded.
Motion carried.

The Board meeting was adjourned at 12:50 pm.

Upcoming Meetings/Events:

- WVREALCB meeting – September 21, 2022
- Standards & Upgrades Committee meeting – September 14, 2022

Respectfully submitted by

Patricia Rouse Pope, Executive Director



Dean Dawson, Chair

08/27/2022

Date

VACANT Secretary

Date