

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

**Via Zoom
March 22, 2023
9:00 am**

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 9:12 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 – 1st Congressional District), Vice Chair Rachel Phillips (Appraiser – 2nd Congressional District), Frank DeChiazza (Financial Institution), Darlene Dunn (Financial Institutions), Daniel Burns, Esq. (Public), Scott Barnette, Esq. (Public), Russel Rice, (Appraiser – 1st Congressional District), and Thomas McCall (Administrative Assistant).

III. Remarks from the Public

Scott DiBiasio – Appraisal Institute-Attended the meeting to observe. Mr. DiBiasio answered questions from the board related to alternatives for experience hours specifically related to DOH appraiser trainees and the DOH request of the board for collaboration on what the DOH can do to attract new trainees. Mr. DiBiasio updated the board on the Appraisal Institute’s progress on the PAREA program.

IV. Approval of Agenda Board

Motion made to approve the Agenda by Frank DeChiazza; Rachel Phillips seconded the motion; the motion carried without discussion

V. Approval of Prior Minutes Board

Motion made to approve the February 22, 2023 meeting minutes was made by Russel Rice; Rachel Phillips seconded the motion; the motion carried without discussion.

VI. Financial Report Jeff Burrell

Jeff Burrell briefed the Board detailing revenue and expenditures for the month of February, 2023 relative to the fiscal year budget.

Rachel Phillips motioned to approve the financial report; Frank DeChiazza seconded the motion; the motion carried without further discussion.

VII. Executive Director's Report

Jeff Burrell

Jeff Burrell briefed the board regarding the following:

- Bills from legislative session with potential impact for the board
- Audio/Video Equipment installation for board conference room
- New Board website
- Meeting with DOH and challenges they are having with attracting appraisers.
- Number of active licensees
- AMC Renewals & Application due dates – discussion ensued related to reasoning applications are due 30 days prior to expiration. It was understood the timing of the requirement was related to additional time needed for AG review of AMC bond paperwork
- License fees of neighboring states related to fees in WV
- Meeting with AG legal counsel, specifically that the board may delegate functions of their choosing to board staff, as well as their advice on how the board should proceed when/if an allegation is forwarded to the board from another state agency and not on the board's allegation form.
- New Administrative Assistant hired

VIII. Legal Counsel Report

None

IX. Committee Reports & Recommendations

A. Standards

Dean Dawson

Consideration of New Allegation(s)

None

Consideration of Pending Allegation(s)

- a. A23-002 – Waiting on Review

Consideration of Pending complaint(s)

- a. S21-004, s21-006, s21-008 – Hearing Scheduled
- b. S20-013, S21-005, S21-007—No New Updates

- c. S23-001 – Response Received, Extension Requested

B. Upgrades

Dean Dawson

Consideration of Upgrades applications:

- a. U23-004 – Approved

Dean Dawson made a motion to approve the committee recommendation related to the pending upgrade application; Rachel Phillips seconded the motion; motion carried without further discussion.

Darlene Dunn left the meeting at 10:04am

C. Education

Board

- a. Advanced Case Studies (A400)– ASFMRA
- b. Appraising Ag Facilities Feedlot Seminar – ASFMRA
- c. Introduction to Vineyard & Winery Valuation – ASFMRA
- d. Rural Sales Analysis and Confirmation – ASFMRA
- e. The Income approach – A Scope of Work Decision – ASFMRA
- f. Valuation of Conservation Easements and Other Partial Interests in Real Estate (A315) – ASFMRA
- g. Introduction to Green Buildings: Principles & Concepts – Appraisal Institute
- h. Residential and Commercial Valuation of Solar– Appraisal Institute
- i. CE Request - AI OH Chapter 45th Annual Economic Seminar – Ind. Appraiser

Dean Dawson motioned to approve the committee recommendation for educational offerings; Russel Rice seconded the motion; motion carried

X. Open Business

None

XI. New Business

Fair Housing Offering (Pending TAF Release 2024 USPAP)

Russel Rice Reported the AQB would be voting soon on initial draft for updates to Qualifying Education, and that the Foundation had moved to a 5th exposure draft for the 2024 USPAP version to be released.

XII. Remarks from the Board

The board agreed to move the scheduled Standards Committee meeting to April 18 at 9:00am

XIII. Adjournment

The meeting was adjourned at 10:11 am

Upcoming Meetings/Events:

- WVREALCB meeting – April 26, 2023
- Standards & Upgrades Committee meeting – April 18, 2023



Dean Dawson, Chair

03/24/2023

Date

VACANT Secretary

Date