

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

**Via Zoom
April 26, 2023
9:00 am**

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 9:06 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), Russel Rice, (Appraiser – 1st Congressional District), and Thomas McCall (Administrative Assistant).

III. Remarks from the Public

Scott DiBiasio attended the meeting and made no remarks.

Lori Noble representing the KneeCenter for the Study of Occupational Licensing attended the meeting and provided remarks regarding her recently held regulatory huddle related to the new FNMA Valuation Acceptance program.

IV. Approval of Agenda Board

Motion made to approve the Agenda by Frank DeChiazza; Russel Rice seconded the motion; the motion carried without discussion

V. Approval of Prior Minutes Board

Motion made to approve the March 22, 2023 meeting minutes was made by Russel Rice; Darlene Dunn 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 March, 2023 relative to the fiscal year budget. Expenditure schedule for the next fiscal year to be determined by JB, DD, FD, and DD.

Darlene Dunn 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:

- Active Licenses
- Audio/Video Equipment installation for board conference room
- New Board website
- FNMA Valuation Acceptance Program / Property Data Collectors and potential issues
- CE Broker – Management system for Education and CE Reporting
- Delegation of Education/Upgrades/Standards tasks to Board staff
- Potential in-person meeting in May
- Future Review of Executive Director performance in June
- New staff member Jennifer DeMetro – Administrative Assistant

VIII. Legal Counsel Report

Darlene Dunn motioned to go into executive session for the Legal Counsel Report from Adriana Marshall, Asst. Attorney General and for discussion of Standards and Upgrades matters; Russel Rice seconded the motion, motion carried.

IX. Committee Reports & Recommendations

A. Standards

Dean Dawson

Consideration of New Allegation(s)

- a. 23-003
- b. 23-004

Consideration of Pending Allegation(s)

- a. 23-002

Consideration of Pending complaint(s)

- a. S21-004, S21-006, S21-008
- b. S20-013, S21-005, S21-007
- c. S23-001

*Russel Rice recused himself from discussion for Pending Allegation (a)

Committee motion to move Both new allegations to complaint; Darlene Dunn seconded the motion; motion carried without further discussion

Daniel Burns motioned to allow DD and JB to work with AG on consent order for Pending Complaint (a); Frank DeChiazza seconded the motion; motion carried.

Committee motioned to move the pending allegation to complaint; there was no second to the motion; Dean Dawson motioned the matter be sent back to the committee for further review; Rachel Phillips seconded the motion; the motion carried with Russel Rice recusing himself from the vote and no further discussion.

B. Upgrades

Dean Dawson

Consideration of Upgrade Application(s)

a. U23-005

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.

C. Education

Board

- a. Appraising in the Litigation Arena – ASA
- b. Developing and Analyzing Residential Market Conditions – ASA
- c. The Appraisal vs the Reconsideration of Value – ASA
- d. Advanced Spreadsheet Modeling for Valuation Applications – AI
- e. Application & Interpretations of Simple Linear Regression – AI
- f. Fundamentals of Separating Real Property, Personal Property, and Intangible Business Assets - AI
- g. General Appraiser Market Analysis and Highest and Best Use – AI
- h. Online General Appraiser Income Approach Part 1 - AI
- i. Practical Applications in Appraising Green Commercial Properties - AI
- j. Uniform Appraisal Standards for Federal Land Acquisitions: Practical Applications – AI
- k. FHA Roadmap – AeL
- l. The Other Appraisal Reports: Exploring Restricted and Oral Appraisal Reports – AeL
- m. Appraising Ag Facilities Swine Confinement Seminar – ASFMRA
- n. Appraising Natural Resources: Oil, Gas, Minerals – ASFMRA
- o. Barn-Dominium/Shouse/Shome – What is it and What it's Not – ASFMRA
- p. Drainage Considerations for Managers & Appraisers – ASFMRA
- q. Farmer Mac Appraisal Requirements – ASFMRA
- r. Introduction to Business Valuations for Rural Appraisers – ASFMRA
- s. Livestock Ranch Seminar – ASFMRA
- t. Valuing Livestock Facilities: Dair Farms Seminar – ASFMRA

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

X. Open Business

Fair Housing Offering (Pending TAF Release 2024 USPAP)

XI. New Business

Property Data Collectors

XII. Remarks from the Board

None

XIII. Adjournment

The meeting was adjourned at 11:30 am

Upcoming Meetings/Events:

- WVREALCB meeting – May24, 2023
- Standards & Upgrades Committee meeting – May 17, 2023



Dean Dawson, Chair

04/27/2023

Date

VACANT Secretary

Date