

MEETING MINUTES

WV REAL ESTATE APPRAISER LICENSING & CERTIFICATION BOARD

DATE: February 28, 2024

TIME: 9:00 AM EST

LOCATION: Via Zoom

I. CALL TO ORDER

The meeting was called to order at 9:22 AM EST by Dean Dawson, Chair

II. ATTENDANCE

A silent roll call was taken, and it was determined that a quorum existed. The following were in attendance:

- Dean Dawson (Board Chair, Appraiser – 1st Congressional District)
- Russel Rice (Board Member, Appraiser – 1st Congressional District)
Briefly absent from the call from 10:00am to 10:19am, and then 10:39am to 11:02am
- Elliott Borris (Board Member, Appraiser – 1st Congressional District)
- Frank DeChiazza (Board Member, Financial Institution)
- Darlene Dunn (Board Member, Financial Institution)
Joined the call at 10:05am
- Daniel Burns, Esq. (Board Member, Public)
- Jeffrey Burrell (Staff, Executive Director)
- Thomas McCall (Staff, Committee & Licensing Coordinator)
- Jennifer DeMetro (Staff, Administrative Assistant)
- Adriana Marshall (Assistant Attorney General)
Left the call at 10:16am
- Bill Murray (Attorney)
Left the call at 10:00am
- Scott DiBiasio (Appraiser, Public Attendee)
Present from 10:40am to 10:57am

III. REMARKS FROM THE PUBLIC

Discussion of wording on bill that is being construed as saying that appraisers are excluded from performing evaluations. The Board will consider rewording it to provide clarification.

IV. APPROVAL OF AGENDAS

Elliott Borris made a motion to approve the 02/28/24 Board Meeting agenda. Daniel Burns seconded the motion, and the motion passed without further discussion.

V. APPROVAL OF MINUTES

Russel Rice made a motion to approve the 01/31/24 Board Meeting Minutes. Dean Dawson seconded the motion, and the motion passed without further discussion.

VI. FINANCIAL REPORT

Jeff Burrell briefed the Board on revenue and expenditures for January 2024 relative to the fiscal year budget.

Russel Rice made a motion to approve the January 2024 Appraiser Licensing and Certification Board Financial Reports as presented. Frank DeChiazza seconded the motion, and the motion was carried without further discussion.

VII. EXECUTIVE DIRECTOR'S REPORT

Jeff Burrell briefed the Board regarding the following:

- A. Appraiser and AMC License numbers
- B. Website development update
- C. Attendance at TAFAC Meeting
- D. Potential audit of Appraisal Management Companies
- E. Attendance at Chapter 30 Association meeting
- F. Legislative updates

VIII. LEGAL COUNSEL REPORT

None

IX. COMMITTEE REPORTS & RECOMMENDATIONS

Russel Rice motioned to move into Executive Session at 9:23 AM EST. Daniel Burns seconded the motion, which passed without further discussion.

A. STANDARDS

- i. Consideration of Pending Complaint(s)
 - a. 20-013, 21-005, 21-007 Update
Attorney filing an Interlocutory Appeal, and in the interim, explore mediation as an option

- b. 21-004, 21-006, 21-008 Update
Terms of Consent Decree met, issue closed

B. UPGRADES

None

C. EDUCATION

None

Darlene Dunn made a motion to move out of executive session at 10:40 AM EST; Dean Dawson seconded the motion. The motion carried.

There were motions on the table from the 02/21/24 Standards Committee Meeting. Dean Dawson called for a second to these motions; Russel Rice seconded. They passed without further discussion.

There were motions on the table from the 02/21/24 Upgrades Committee Meeting. Dean Dawson called for a second to these motions; Russel Rice seconded. They passed without further discussion.

X. OPEN BUSINESS

Consideration of attendees to Spring AARO Conference

XI. NEW BUSINESS

- A. Consideration of Board-sponsored education event
- B. Consideration of using the Mentorship Program within the license upgrade process
- C. Consideration of Rulemaking/Legislative Committee
- D. Approval of mentor applicants

XII. REMARKS FROM THE BOARD

Discussion surrounding Bob Pratt's passing last June, but Board just found out

XIII. ADJOURNMENT

The meeting was adjourned at 12:03 PM EST by Dean Dawson, Chair

UPCOMING MEETINGS/EVENTS

- 03/20/24 – Standards & Upgrades Committee Meeting
- 03/27/24 – WV Real Estate Appraisal Licensing and Certification Board Meeting

Rachel Phillips
Rachel Phillips, Vice Chair

11/22/2024
Date
