

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

**Via Zoom  
July 21, 2021  
10:00 am**

**I. Call to Order** Dean Dawson, Chair

The meeting was called to order at 10:10 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), Robert G. Wilson, Jr. (Appraiser - 3rd Congressional District), Nathan Nibert (Appraiser- 3rd Congressional District), Honorable Anthony J. Julian (General Public), Darlene Dunn (Financial Institution), Frank DeChiazza (Financial Institution), WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.

**III. Remarks from the Public**

None

**IV. Approval of agenda** Board

Motion made to approve the agenda by Frank DeChiazza.  
Robert Wilson seconded.  
Motion carried.

**V. Approval of June 23, 2021 Meeting Minutes**

Motion made to approve the June 23, 2021 Meeting Minutes by Frank DeChiazza.  
Nathan Nibert seconded.  
Motion carried.

**VI. Financial Report** Patricia Rouse Pope

Patricia presented the Financial Report for the month of June 2021.  
Motion made to approve the Financial Report as presented by Frank DeChiazza.  
Darlene Dunn seconded.  
Motion approved.

**VII. Executive Director's Report**

Patricia Rouse Pope

Patricia called the Board's attention the following:

1. Seventy-nine AMCs have been renewed to date. Five are to be sent to the Attorney General's office for review, two are awaiting proper documentation before being sent to the AG's office, and 10 bonds or continuation certificates and POAs are pending review at the AG's office. Once completed, there will be 96 new or renewed WV-registered AMCs. In FY20, there were 105.
2. The release date of the appraiser and apprentice renewal packets was scheduled for July 18, 2021, but the release was delayed by WVOT. That agency is consumed with the migration of MS Outlook to Google Workspace, which occurred the weekend of the 16<sup>th</sup>, affecting 23,000 state employees. As soon as they are released from that project, our documents and applications relating to the renewal packet will be posted and a blast email announcement will be sent out. An announcement will also be posted on the WVREALCB website home page.
3. Copies of each board member and staff license and vehicle insurance card are needed again. Board members are asked to email them no later than July 28<sup>th</sup>, so the annual BRIM Loss Control Questionnaire may be completed. The result of the questionnaire determines the Board's FY2023 premium.

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

Dean Dawson

1. Report of Recommendations of 7.14.2021 Meeting:

New Complaint(s)

None

New Allegation(s)

- a. A21-008 -Dismissed.

Pending Allegation(s)

- b. A21-006 – Dismissed with commentary.
- c. A21-007 – Continued.

Pending complaint(s)

- d. S20-001-C
- e. S20-002-C
- f. S20-005-C
- g. S20-006-C
- h. S20-008-C
- i. S20-009-C
- j. S20-010-C
- k. S20-012-C
- l. S20-013-C

- m. S20-014-C
- n. S21-001-C
- o. S21-002-C
- p. S21-003-C
- q. S21-004-C

Before the vote was taken to approve Standards Committee recommendations or not, by Board consensus, the chair and executive director were granted the power to negotiate and/or manage resolutions to consent decrees and possible hearings on the full board's behalf.

Motion made to accept the Standards Committee recommendations as presented by Nathan Nibert.

Robert Wilson seconded.

Motion carried

## **B. Upgrades**

**Nathan Nibert, Chair**

- a. Report of recommendations of 6.14.2021 Meeting:
  - a. U21-022-S – Denied.
  - b. U21-023-S – Denied.
  - c. U21-021-S – Continued.
  - d. U20-032-L – Continued.
  - e. U21-019-L – Experience Log hours approved.
  - f. U21-020-L – Experience Log hours approved.

Motion made to accept the Upgrades Committee recommendation by Nathan Nibert.

Anthony Julian seconded.

Motion carried.

## **C. Education**

**Board**

Consideration of Approval of Education Courses for QE or CE.

- a. Allterra – Valuation Expo 2021 Day One: 2021 Keynote Vegas (7 hrs. CE)
- b. Allterra – Valuation Expo 2021 Day Two: Modern Appraisal Vegas (7 hrs. CE)

Motion made to approve the Education recommendations but grant a total of seven hours only for the entire expo by Darlene Dunn.

Frank DeChiazza

seconded.

Motion carried.

## **IX. Remarks from the Board**

- a. Anthony Julian made the recommendation the Board meeting in person in August.

Motion made to approve recommendation by Dean Dawson

Anthony Julian seconded.  
Motion carried.

**X. Adjournment**

Motion to made to adjourn by Dean Dawson.  
Anthony Julian seconded.  
Motion carried.

The Board meeting was adjourned at 11:00 a.m.

Upcoming Meetings/Events:

- WVREALCB meeting – August 25, 2021
- Standards & Upgrades Committee meeting – August 18, 2021

Respectfully submitted by

Karen L. Fisher, WVREALCB, Administrative Assistant

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Dean Dawson, Chair

September 28, 2021

\_\_\_\_\_  
Date

\_\_\_\_\_  
VACANT, Secretary

\_\_\_\_\_  
Date