

**WEST VIRGINIA REAL ESTATE APPRAISER  
LICENSING AND CERTIFICATION BOARD  
Via Conference Call**

**MINUTES**

**April 8, 2020**

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

The meeting was called to order at 9:14 a.m. 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 teleconference call: Chair Dean Dawson (Appraiser – 2<sup>nd</sup> Congressional District), Robert G. Wilson (Appraiser – 3<sup>rd</sup> Congressional District), Nathan Nibert (Appraiser – 3<sup>rd</sup> Congressional District), Anthony J. Julian (General Public), Joseph A. Chico, III (Appraisal Management Company), Darlene Dunn (Financial Institution – 8<sup>th</sup> Senatorial District), Frank DeChiazza (Financial Institution – 13<sup>th</sup> Senatorial District) WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.

**III. Remarks from the Public**

None was provided.

**IV. Approval of Agenda** Board

Motion made by Joseph A. Chico, III to approve agenda of April 8, 2020.  
Seconded by Anthony J. Julian.  
Motion carried.

**V. Approval of February 12, 2020 and March 11, 2020 Meeting Minutes** Board

Motion made by Anthony J. Julian to approve minutes of February 12, 2020 meeting.  
Seconded by Robert G. Wilson, Jr.  
Motion carried.

Motion made by Anthony J. Julien to approve the minutes of March 11, 2020 meeting with amendment.

Seconded by Joseph A. Chico, III.

Motion carried.

Amendment:

Motion made by Dean Dawson's motion to approve March 10, 2020 upgrades Committee recommendations.

Motion seconded by Robert G. Wilson, Jr.

Motion carried.

**VI. Financial Report**

Patricia Rouse Pope

Patricia Pope presented the financial report for the month of March, 2020.

Motion made by Frank DeChiazza to approve by financials as presented.

Seconded by Anthony J. Julian, Jr.

Motion carried.

**VII. Executive Director's Report**

Patricia Rouse Pope

Discussions:

- A. Pearson Vue's testing sites closed in US and Canada through April 30, except for first responders.
- B. Persson Vue's recommendation to allow expired ID's for testing candidates through May 31<sup>st</sup>.
- C. Patricia brought to the Board's attention legal counsel's email with Kelli Talbot's background checks and Board of Medicine's intention to petition the governor to suspend.
- D. In-classroom education courses now being or wanting to be held via an interactive platform.  
We have AQB and ASC guidance for this regard.
- E. AMC renewal notices emailed on April 1, 2020. Notice was also posted on website home page and on Facebook.

Anthony J. Julian made motion to follow recommendations.

Joseph A. Chico, III seconded motion.

Motion carried.

**VIII. Legal Counsel Report**

Anthony D. Eates, II

Legal counsel was not present at the meeting. Dean Dawson brought member up to date on legal concerns.

## **IX. Committee Reports & Recommendations**

### **A. Standards**

Dean Dawson

#### **1. Report of recommendations of 4-6-2020 Meeting**

- a. A20-003
- b. A20-001
- c. A20-002
- d. A19-013
- e. A19-014
- f. S19-001
- g. Applicant's 2019-2020 Renewal Application

Dean Dawson made a motion to approve the Standard Committee recommendations of the 4-6-2020 meeting.

Anthony Julian seconded the motion.

Motion carried.

### **B. Upgrades**

#### **1. Report of recommendations of 4-6-2020 Meeting**

- a. U20-009-S
- b. U20-010-S
- c. U20-011-S
- d. U19-038-S
- e. U20-002-S
- f. U20-003-S
- g. U20-012-PR

Nathan Nibert made motion to approve the Upgrade recommendations from the April 6, 2020 Meeting.

Dean Dawson seconded the motion.

Motion carried.

## **X. New Business**

### **A. Consideration of an education course for approval.**

The Education course is presented by the ASFMRAs. The course is on the proper appraisal technique for cannabis operation.

Dean Dawson made motion to approve this education course.

Joseph A. Chico III seconded motion.

Motion carried.

B. Clarification re Bond Raised Seal Requirement

Darlene Dunn made motion that the office will confer with Dean Dawson and one other board member to make an exception and allow 30 day grace period [if obtaining bond with raised seal becomes an issue and will be considered on a case-by-case basis with provided proof of bond application or payment]. Joe Chico and Anthony Julian volunteered to be second board member.

Motion seconded by Joseph A. Chico III  
Motion carried.

C. Consideration of extensions for AMC registration and appraiser license renewals and other related COVID-19 crisis consideration

The Board agreed to give the same type of grace period for appraisers that cannot provide a document if relying on a third party.

**XII. Remarks from the Board**

None.

**XIII. Adjournment**

Meeting was adjourned at 10:31 a.m.

Darlene Dunn made a motion to adjourn the meeting.  
Robert G. Wilson, Jr. seconded the motion.  
Motion carried.

Upcoming Meetings / Events

- WVREALCB Meeting – May 6, 2020 @ 10:00 via teleconference
- Standards/Upgrades Committee Meeting – May 4, 2020 @ 9:00 a.m. via teleconference

Respectfully submitted by  
Karen L. Fisher, WVREALCB, Administrative Assistant

  
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Dean Dawson, Chair

5/8/2020  
\_\_\_\_\_  
Date

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VACANT, Secretary

\_\_\_\_\_  
Date