

**WEST VIRGINIA REAL ESTATE APPRAISER
LICENSING AND CERTIFICATION BOARD
405 Capitol Street, Charleston, WV – 4th Floor Conference Room**

MINUTES

January 8, 2020

I. Call to Order Dean Dawson, Chair

The meeting was called to order at 1:18 p.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: Chair Dean Dawson (Appraiser – 2nd Congressional District), Joseph A. Chico, III (Appraisal Management Company), Robert G. Wilson (Appraiser – 3rd Congressional District), Honorable Anthony J. Julian (General Public), Nathan Nibert (Appraiser – 3rd Congressional District), Frank DeChiazza (Financial Institution – 13th Senatorial District), Deputy WV Attorney General Anthony D. Eates, III, WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.

III. Remarks from the Public

None.

IV. Approval of Agenda Board

Dean Dawson made a motion to approve the agenda and Joseph Chico seconded it. Motion carried.

V. Approval of December 4, 2019 Meeting Minutes Board

Nathan Nibert made a motion to approve the minutes from the December 4, 2019 board meeting. Anthony J. Julian seconded it. Motion carried.

VI. Financial Report Patricia Rouse Pope

Executive Director Patricia Pope presented financial report for the month of December 2019. Dean Dawson made a motion to accept the financial reports as presented. Frank DeChiazza seconded the motion. Motion carried.

VII. Executive Director's Report

Patricia Rouse Pope

Patricia Pope presented. Topics included:

- A. Update on the BPO Bill
- B. WVREALCB Newsletter
- C. USPAP Manuals

VIII. Legal Counsel Report

Anthony D. Eates, II

Items discussed included:

- 1. RE: Complaint S19-001
- 2. RE: Code Change re: hiring an appraiser with license.on.ice as an investigatory/reviewer.
- 3. AMC Previously Doing Business in WV Without Being Registered.

IX. Committee Reports & Recommendations

A. Education

- a. No recent meeting.

B. Policy & Procedures

- a. No recent meeting

Dean Dawson

C. Standards

Dean Dawson

- 1. Report of recommendations of 1-8-2020 Meeting
 - a. A-009
 - b. A-013
 - c. A-014
 - d. S19-001

Nathan Nibert made a motion to approve the Standards Committee report and Robert G. Wilson seconded the motion. Motion carried.

D. Upgrades

- 1. Report of recommendations of 1-8-2020 Meeting
 - a. U19-005-L
 - b. U19-010-R
 - c. U19-027-S
 - d. U19-030-S
 - e. U19-035-R

- f. U19-037-S
- g. U19-038-S

Nathan Nibert made a motion to approve the Upgrades Committee report. It was seconded by The Honorable Anthony Julian. Motion carried.

- E. Personnel Committee
No recent meeting

X. Open Business

- A. Determine and Approve Dates for 2020 Committee and Board Meetings

Board agreed to keep meetings as listed on handout and continue discussions before the next meeting on February 12, 2020 regarding how to conduct the Upgrades and Standards.

- B. Further consideration of Bond Sliding Scale – Continued.

- C. Further discussions of investigator/reviewer position – Discussed during Legal Counsel Report.

XI. New Business

- A. Revisited Education Approval Process

Nathan Nibert made a motion that the Licensing Coordinator approves ONLY AQB approved courses, if all of the application criteria are met. Anything not AQB approved, Licensing Coordinator reviews for compliance with application requirements. It is then presented to Standards/Upgrades Committees for final review/recommendation. The recommendation is then presented to the Board for approval. Also, the 30 days is a guide. The Honorable Anthony Julian seconded the motion.

- B. Supervisor – training for active supervisors

Discussion was held. This item will be forwarded to the next meeting of February 12, 2020.

XII. Remarks from the Board

None.

XIII. Adjournment

Meeting was adjourned at 3:44 p.m.

Upcoming Meetings / Events

- WVREALCB Meeting – February 12, 2020
- Standards & Upgrades Committees combined Meeting – February 12, 2020

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



Dean Dawson, Chair

2/12/20

Date

VACANT, Secretary

Date