

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

**Via Zoom
January 20, 2021**

- I. Call to Order** Dean Dawson, Chair
- The meeting was called to order at 10:18 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 call: Chair Dean Dawson (Appraiser – 2nd Congressional District), Robert G. Wilson (Appraiser - 3rd Congressional District), Joseph A. Chico, III (Appraisal Management Company), Nathan Nibert (Appraiser- 3rd Congressional District), Anthony J. Julian (General Public), Darlene Dunn (Financial Institution - 9th Senatorial District), Frank DeChiazza (Financial institution – 13th Senatorial District), 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 to approve agenda made by Joe Chico.
Seconded by Frank DeChiazza
Motion carried.
- V. Approval of December 16, 2020 Meeting Minutes**
- Motion to approve the December 16, 2020 Meeting Minutes made by Darlene Dunn.
Seconded by Frank DeChiazza.
Motion carried.
- VI. Financial Report** Patricia Rouse Pope
- Patricia presented the December FY2021 Financial Statement
- Motion made to approve the Financial Report as presented by Frank DeChiazza.
Nathan Nibert seconded.
Motion carried.
- VII. Executive Director’s Report** Patricia Rouse Pope
- Topics brought to the Board’s attention included:

- Financial disclosures are due on February 1st.
- 2021 Legislative session begins on February 10.
- AQB and The Appraisal Foundation webinar presentation regarding PAREA, Practical Application to Real Estate Appraisal. It was adopted by the AQB on October 16, 2020 and became effective this past January 1, 2021.
- Request of the Board to approve adding another staff position to the board office. (RE Agenda Item XI.B.)

VIII. Legal Counsel Report

Anthony D. Eates, II

Anthony was in attendance at the Board meeting to discuss only Board Complaint S19-001. He had no other report to present.

IX. Committee Reports & Recommendations

A. Standards

Dean Dawson, Chair

1. Report of Recommendations of 1.13.2021 meeting
 - New Allegation(s)
 - a. A21-001 – Elevated to Complaint

- New Complaint(s)
 - b. S20-014 – Continued.

- Pending Allegation(s)
 - c. A20-002

Pending complaint(s) STATUS:

- d. S20-001-C – Reviewer report due 3.7.2021
- e. S20-002-C – Reviewer report due 3.7.2021
- f. S20-003-C – Consent Decree entered 1.7.2021.
- g. S20-004-C – Consent Decree terms established.
- h. S20-005-C – Response due 2.6.2021
- i. S20-006-C – Awaiting Complaint draft.
- j. S20-007-C – Consent Decree terms established.
- k. S20-008-C – Response due 2.6.2021
- l. S20-009-C – Response due 2.6.2021
- m. S20-010-C – Awaiting USPAP review.
- n. S20-011-C – Continued.
- o. S20-012-C – Awaiting USPAP review.
- p. S20-013-C – Awaiting USPAP review.
- q. S19-001-C – Held for Board discussion. Unanimous board vote to suspend license.

Motion made to accept the Standards Committee recommendations made by Dean Dawson.

Robert Wilson seconded.

Motion carried.

B. Education**Board**

1. Consideration of Approval of Education Courses
 - a. ASFMRA – Highest and Best use Seminar – Approved.
 - b. ASFMRA – Sales Comparison Approach Seminar – Approved.

Motion made to approve the courses by Dean Dawson.
 Seconded by Joe Chico.
 Motion carried.

C. Upgrades**Nathan Nibert, Chair**

1. Report of Recommendations of 1.13.2021 meeting
 - a. U21-001-S - Deny
 - b. U21-002-S - Approve
 - c. U21-003-S - Approve
 - d. U20-032-L – Approved to be granted exam entrance card.

Motion made to approve the Upgrades Committee recommendations made by Nathan Nibert.
 Dean Dawson seconded.
 Motion carried.

X. Open Business

- A. Consideration of Executive Director Status – Continued.
- B. Consideration of AMC Appraisal – Continued.
- C. Consideration of beginning in-person meetings – Continued.
- D. Consideration of holding a board meeting in northern or southern WV - Continued
- E. Consideration of Code/Rule changes - Final draft will be e-mailed to board members and if anyone has any commentary and based upon that commentary, Board chair and ED will decide if a meeting, via Zoom, is necessary.
- F. Consideration of license and certification number issue – Report back to board after ED and Board chair meet with WVOT.

Motion made to approve Open Business by Anthony Julian.
 Robert Wilson, Jr., seconded.
 Motion carried.

XI New Business

- A. 467-471 Chestnut St., Morgantown, WV Appraisal – Board consensus to file Complaint
- B. WVREALC Board staff addition

Motion made to allow Executive Director to add to current staff and hire a full-time administrative staff right now and revisit staff situation later made by Darlene Dunn.

Frank DeChiazza seconded.
Motion carried.

XII. Remarks from the Board
None

XIII. Adjournment

Motion made to adjourn by Dean Dawson.
Nathan Nibert seconded.
Motion carried.

The Board meeting was adjourned at 11:58 am.

- WVREALCB meeting – February 17, 2021 via Zoom
- Standards & Upgrades Committee meeting – February 10, 2021 via Zoom

Respectfully submitted by:

Karen L. Fisher, WVREALCB, Administrative Assistant



Dean Dawson, Chair

2/18/2021

Date

VACANT, Secretary

Date