

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

MINUTES

July 24, 2019

I. Call to Order

The meeting was called to order at 12:10 p.m. by Dean Dawson, Chair

II. Roll Call

A silent Roll Call was taken. It was determined that a quorum existed.

The following were in attendance: Chair Dean Dawson (Appraiser – 2nd Congressional District, Vice Chair Rachel Phillips (Appraiser – 1st Congressional District), Vacant (General Public – 9th Senatorial District), Robert G. Wilson (Appraiser – 3rd Congressional District), Honorable Anthony Julian (General Public), Joseph A. Chico, III (Appraisal Management Company), Nathan Nibert (Appraiser – 3rd Congressional District), Darlene Dunn (Financial Institution – 8th Senatorial District), and Frank DeChiazza (Financial Institution – 13th Senatorial District), WVREALCB Executive Director Patricia Rouse Pope, ex officio; and Vickie L. Lively, WVREALCB Administrative Assistant.

III. Remarks from the Public - none

IV. Approval of Agenda

Agenda was approved.

V. Approval of the June 5, 2019 Meeting Minutes

Rachel Phillips made a motion to approve the minutes from the June 5, 2019 board meeting. Joe Chico seconded the motion. Motion carried.

VI. Financial Report

Frank DeChiazza made a motion to accept the financial report as presented. Rachel Phillips seconded the motion. Motion carried.

VII. Committee Reports & Recommendations

A. Education – No recent meeting. Committee Chair Rachel Phillips used the opportunity to present ideas for future education considerations, events and programs.

B. Policy and Procedures – No recent meeting.

C. Standards – Dean Dawson made a motion to approve the recommendations and report of the July 23, 2019 Standards Committee meeting. Rachel Phillips seconded the motion. Motion carried.

D. Upgrades - Nathan Nibert made a motion to approve the recommendations and report of the July 23, 2019 Upgrades Committee meeting. Dean Dawson seconded the motion. Motion carried.

E. Personnel – Committee Chair Dean Dawson announced agenda items were continued.

VIII. Executive Director's Report

A. New Computer Proposal – A proposal was presented for new laptops and docking stations for staff. Darlene Dunn made a motion to approve the proposal and purchase the items. Rachel Phillips seconded the motion. Motion carried.

B. AMC Renewals - To date, 85 AMCs are renewed. When other pending renewals are completed, a total of 90 AMCs will be licensed.

C. Appraiser Renewals Notices - Appraiser Renewal notices will be mailed on Thursday, July 25, 2019.

D. AMC Code Change - A copy of the AMC Code, effective June 5, 2019, was included in each board packet to replace the outdated language and to be added to board members' WV Code binders.

E. Investigator Level 2 Training - Dean Dawson and Patricia Pope attended the Level 2 Investigator Training in Tampa on July 15 – 17, 2019 and are both registered to attend the third and final segment on September 16-18, 2019 in Portland, Oregon.

Patricia Pope reported, as a requisite to attend Level II and III Training, she successfully completed the 15-hour USPAP course and exam.

F. Legislative Wishlist – was presented for board consideration. Legal Counsel will be asked to categorize by rule or code change, as appropriate. Revised list will be discussed further at the next Policy & Procedures Committee meeting.

G. AMC/Federal Registry Collection Form – A draft version was presented for review. Further revisions were requested. Second draft will be presented for review at the next meeting.

IX. Legal Report - None

X. Open Business

A. Investigator Panel – Continued. - To be discussed further at a later date.

B. USPAP Manuals – Awaiting prices of soon-to-be-release new edition. Possible methods of distribution discussed.

C. Bond Sliding Scale – Continued.

D. Creation of Legislative Committee – Determined to no longer be a matter of consideration.

E. Senate Bill 497 – Discussion ensued regarding the content of the bill and the board’s presentation to the Joint Committee on Government Organization that was postponed until September 2019 interims.

XI. New Business – none

XII. Remarks from the Board

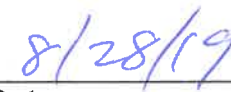
XIII. Adjournment

Meeting was adjourned at 2:21p.m.

Respectfully submitted by Vickie L. Lively, WVREALCB Administrative Assistant



Dean Dawson, Chair



Date

VACANT, Secretary

Date