

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

MINUTES

March 6, 2019

The West Virginia Real Estate Appraiser Licensing and Certification Board held a meeting on March 6, 2019 at 405 Capitol Street, Charleston, West Virginia in the fourth floor conference room.

The following were in attendance: Joe Chico; Dean Dawson; Glenn Summers; Nathan Nibert; Darlene Dunn; Rachel Phillips; Frank DeChiazza; Ann Wilson Worley; Assistant Attorney General Jennifer K. Akers and Executive Director Patricia Pope. The Honorable Judge Anthony Julian was absent from the meeting.

I. Call to Order

The meeting was called to order at 12:48 p.m. Ann Wilson Worley made a motion to add discussions to the committee reports. Joe Chico seconded the motion. Motion carried. Ann Wilson Worley made a motion to amend the agenda, adding the discussion to committee reports. Rachel Phillips seconded the motion. Motion carried.

II. Roll Call

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

III. Remarks from the Public

IV. Approval of Agenda

Ann Wilson Worley made a motion to approve the amended agenda. Rachel Phillips seconded the motion. Motion carried.

V. Parliamentary Procedures

Discussion of committees.

***VI. Approval of January 16, 2019 Meeting Minutes
Approval of February 4, 2019 Emergency Meeting Minutes***

Ann Wilson Worley made a motion to approve the minutes from the January 16, 2019 meeting. Glenn Summers seconded the motion. Motion carried.

Ann Wilson Worley made a motion to approve the minutes from the February 4, 2019 emergency meeting. Glenn Summers seconded the motion. Motion carried.

VII. Financial Report

Ann Wilson Worley made a motion to approve the financial report as presented. Rachel Phillips seconded the motion. Motion carried.

VIII. Committee Reports and Recommendations

A. Education – No recent meeting.

Rachel Phillips made a motion to notify McKissock that approval for its West Virginia Law course was revoked and it will need to reapply for course approval with appropriate changes. McKissock must stop offering the course immediately. Nathan Nibert seconded the motion. Motion carried.

Darlene Dunn made a motion that everyone who has taken the course after April 5, 2018 needs to be informed that the course information was/is inaccurate and be provided with updated course information. Dean Dawson seconded the motion. Motion carried.

B. Policy and Procedures – No recent meeting.

C. Standards – Dean Dawson made a motion to approve the recommendations of the Standards Committee. Joe Chico seconded the motion. Motion carried.

D. Upgrades - Nathan Nibert made a motion to approve the recommendations of the Upgrades Committee Glenn Summers seconded the motion. Motion carried.

IX. Executive Director's Report

Bill Tracking List

Database

Staff Update

New Computers

ASC Audit Response

Investigator Training

AARO Spring Conference

April 17, 2019 Board Meeting – moved to April 16, 2019

June 5, 2019 Board meeting - The Pines, Morgantown, WV

June 4, 2019 at 11:00 a.m. – Standards and Upgrades

X. Legal Report

Legislative update

XI. Open Business

- A. Investigator Panel
- B. USPAP Manuals
- C. 2019 Board Meeting Venues and Dates

XII. New Business

- A. Responsibilities to licensees for Failed AMC

Rachel Phillips made a motion to authorize any staff member to provide any member of the public with the name and contact information of a bondholder for a failed AMC. Joe Chico seconded the motion.

Darlene Dunn - Yay
Ann Wilson Worley - Yay
Glenn Summers - Yay
Nathan Nibert - Yay
Dean Dawson - Yay
Frank DeChiazza - Nay

Motion carried.

- B. Bond Sliding Scale
- C. Board Newsletter
- D. Education approval
- E. Legislative Committee formation

Meeting was adjourned at 4:00 p.m.

Prepared By

Jennifer K. Akers
Assistant Attorney General



Dean Dawson, Chair

5/21/19
Date



Ann Wilson Worley, Secretary

5/22/19
Date