

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

**Via Zoom  
November 18, 2020**

- I. Call to Order** Dean Dawson, Chair
- The meeting was called to order at 11:24 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 Zoom: Chair Dean Dawson (Appraiser - 2nd Congressional District), Robert G. Wilson (Appraiser - 3rd Congressional District), Nathan Nibert (Appraiser- 3rd Congressional District), Joseph A. Chico, III (Appraisal Management Company), Anthony J. Julian (General Public), Darlene Dunn (Financial Institution), WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.
- III. Remarks from the Public**
- Attendees via Zoom included:**
- Stephen Gallagher - Parkersburg, WV  
Lori Noble  
Jeff Burrell - Parkersburg, WV  
Brandon Picklesimer
- Dean Dawson welcomed the attendees.
- IV. Approval of Agenda** Board
- Motion to approve agenda made by Darlene Dunn.  
Seconded by Anthony Julian.  
Motion carried.
- V. Approval of October 7, 2020 Meeting Minutes**
- Dean changed one word on Darlene Dunn's motion to "moved to approve".
- Motion to approve the October 7, 2020 Meeting Minutes made by Anthony J. Julian.  
Seconded by Tyke Wilson.  
Motion carried.
- VI. Financial Report** Patricia Rouse Pope
- Patricia presented the financial reports for September 2020 and October 2020.

She pointed out the addendum attached to the Riggs Lease had not been signed until October. Therefore, we paid the former lease amount for the months of March through September 2020 and we started paying the new rate beginning with the month of November.

Motion made by Anthony Julian to approve the Financial Reports as submitted.  
 Seconded by Nathan Nibert  
 Motion carried.

## **VII. Executive Director's Report**

Patricia Rouse Pope

Patricia mentioned the year end items that need to be closed out for the state, including the annual report. The only thing to call to the Board's attention is an email from Claire Brooks, our ASC policy manager. Claire sent notice of the next compliance review to take place November 15-18, 2021. It will either be conducted as a regular compliance review where they come in or it could be an off-site assessment. The way it will be conducted will be determined about two months out of the date of the audit.

Patty discussed ASC requirement to send invoices to all AMCs regarding the appraisers that have done a covered transaction within a year's time. Those invoices were mailed 10.30.2020. The AMCs are being invoiced for the full calendar year of January 1, 2019 through December 31, 2019. The due date for these to be received to our office is December 1, 2020.

Anthony Julian moved to accept the Executive Director's Report  
 Nathan Nibert seconded motion  
 Motion carried

## **VIII. Legal Counsel Report**

There was no legal counsel report presented.

AG attorney will be present, as necessary.

## **EXECUTIVE SESSION**

Anthony Julian moved that we go into Executive Session to consider the Standards and Upgrades Committee reports and recommendations and Education applied for approval.  
 Tyke Wilson seconded.  
 Motion carried.

Motion to exit from Executive Session made by Anthony Julian.  
 Robert Wilson seconded.  
 Motion carried.

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

### **A. Standards**

Dean Dawson, Chair

1. Report of Recommendations of 11.16.2020 meeting

- a. A20-002 - Continued
  - b. A20-005 - Elevated to Complaint
  - c. A20-013 - Elevated to Complaint
  - d. A20-015 - Elevated to Complaint
  - e. A20-016-Elevated to Complaint
2. Pending Complaints
- f. S20-001-C and S20-002-C - Discussion of responses to RFQ  
Recommendation made to award RFQ to Robert Pratt
  - g. S20-003-C-Education determined for Consent Decree
  - h. S20-004-C - Awaiting Response to Complaint
  - i. S20-005-C - Awaiting Complaint draft from AG
  - j. S20-006-C -Awaiting USPAP review for complaint draft
  - k. S20-007-C -Awaiting Complaint draft from AG
  - L S20-008-C - Awaiting Complaint draft from AG
  - m. S20-009-C -Awaiting Complaint draft from AG
  - n. S19-001-C - Awaiting notification of successful completion of required education (Deadline 12.25.2020)

Motion made to accept Standards Committee report by Dean Dawson.

Joe Chico seconded.

Motion carried.

## B. Upgrades

Nathan Nibert, Chair

Report of Recommendations of 11.16.2020 meeting

- a. U20-012-A-Consideration of previous apprentice experience hours -Accept
- b. U20-025-L - Consideration of excessive hour claims - Accepted
- c. U20-023-R - Denied
- d. U20-033-S - Approved with commentary
- e. U20-034-S - Approved
- f. U20-036-S - Approved
- g. U19-034-R - Denied
- h. ED request that Supervisor and Apprentice applications be required to be submitted individually by respective parties - approved

Motion to accept Standards Committee report made by Nathan Nibert.

Anthony Julian seconded.

Motion carried.

## C. Education

Five courses that are presented by ASFMRA. Upgrades and Standards Committees' is recommending approval.

Consideration of Approval for Education Course

- a. ASFMRA -Ag Ware Back to Basics -Approved
- b. ASFMRA - Appraising Ag Facilities: Poultry Seminar - Approved
- c. ASFMRA - Appraising Agriculture Land in Transition - Approved
- d. ASFMRA - Rapid Fire Case Studies 2020 - Approved
- e. ASFMRA - Report Writing - Approved

- f. McKissock - WV Appraiser Law - Send to outside legal counsel for review.

Motion to accept education report made by Robert Wilson.  
 Nathan Nibert seconded.  
 Motion carried.

**X. Open Business**

- A. Consideration of beginning in-person meetings - Continued
- B. Consideration of holding a board meeting in northern or southern WV - Continued
- C. Consideration of Million Dollar Appraisal Issue - Continued
- D. Consideration of AMC/Allie Appraisal Matter- Continued

Consideration of beginning in-person meetings. Still apprehensive about COVID. Next meeting, if in person, will be in Morgantown, WV.

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

**XI. New Business**

- A. Consideration of Code/Rule changes - Documents will be issued to Board when ready.
- B. Consideration of license & certification number issue - Continued

**XII. Remarks from the Board – None.**

**XIII. Adjournment**

Motion made to adjourn by Anthony Julian. Dean Dawson seconded.  
 Motion carried.

The Board meeting adjourned at 12:20 pm.

- WVREALCB meeting - December 16, 2020 via Zoom
- Standards & Upgrades Committee meeting - December 9, 2020 via Zoom

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

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 Dean Dawson, Chair

12.16.2020  
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 Date

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 VACANT, Secretary

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 Date