

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

**Via Zoom
October 7, 2020**

- I. Call to Order** Dean Dawson, Chair
- The meeting was called to order at 10:37 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), Joseph A. Chico, III (Appraisal Management Company), Robert G. Wilson, Jr. (Appraiser - 3rd Congressional District), Nathan Nibert (Appraiser- 3rd Congressional District), Anthony J. Julian (General Public), Darlene Dunn (Financial Institution), Frank DeChiazza (Financial Institution) WVREALCB Executive Director Patricia Rouse Pope, ex officio, and Karen Fisher, Administrative Assistant.
- III. Remarks from the Public**
- James Lilly spoke to the Board via Zoom regarding the Allegation, A20-009, he filed.
- IV. Approval of Agenda** Board
- Motion made by Darlene Dunn to approve agenda.
Seconded by Anthony Julian.
Motion carried.
- V. Approval of August 26, 2020 Meeting Minutes**
- Darlene Dunn moved to approve the August 26, 2020 meeting minutes as presented.
Anthony Julian seconded the motion.
Motion carried.
- VI. Financial Report** Patricia Rouse Pope
- The unsigned lease agreement with Riggs was discussed. Patricia provided information the WV Real Estate Division has made multiple, unsuccessful attempts to sign the lease and continues to keep the Board updated.
- Anthony Julian suggested that Patricia send the Real Estate Division a registered letter to put them on notice the Board needs a signed lease. He suggested instead of using our AG attorney to use outside counsel.
- Motion made by Darlene Dunn to approve the August 2020 financial report as presented.

Anthony Julian seconded the motion
Motion carried.

VII. Executive Director's Report

Patricia Rouse Pope

Patricia presented and discussed a revised FY2021 budget. She indicated the BRIM Underwriting Department inquired after she submitted the Liability Questionnaire annual renewal report why there was a 44% decrease in expenditures. She explained that, because of the lease issue, eight months of lease invoices are outstanding; disputed invoices from WVOT remain outstanding; and due to COVID, no there has been no board or staff travel, annual training and development has been cancelled, so registration fees and travel-related expenses have been incurred; Board expenses relating to the Attorney General's office have decreased; Board and Committee meetings are now conducted via Zoom, so no in-person meeting-related expenses have been incurred; and the Board has one vacant staff position waiting to be filled.

She indicated one item she was considering was Surface Pros or Dell PC/Tablets for the Board members if the proposal would be approved by the Board.

Frank commented that if there was a surplus of money then he would suggest a reduction in the membership [sic] fees as opposed to just spending money.

Dean indicated we could not lower the license fees unless the law or code was changed and/or modified, so it's not an option at this time Dean suggested we bring in education providers to benefit licensees and to offset their continuing education expenses.

Anthony J. Julian moved to accept the Executive Director's Report
Robert G. Wilson, Jr., seconded motion
Motion carried

VIII. Legal Counsel Report

There was no legal counsel report presented.

IX. Committee Reports & Recommendations

A. Standards

Dean Dawson, Chair

1. Report of Recommendations of 10.06.2020 meeting
 - a. A20-002 - Pending
 - b. A20-007 - Dismiss
 - c. A20-008 – Dismiss with commentary
 - d. A20-009 - Dismiss
 - e. A20-010 – Elevate to Complaint
 - f. A20-013 – Continue
 - g. A20-014 – Elevate to Complaint
2. Pending Complaints
 - h. S20-001-C – Awaiting Responses
 - i. S20-002-C – Awaiting Responses

- j. S20-003-C – Awaiting Consent Decree
- k. S20-004-C – Awaiting Complaint
- l. S20-005-C - Awaiting Notes

Joe Chico moved to accept the Standards Committee Report.
Anthony Julian seconded the motion.
Motion carried.

B. Upgrades

Dean Dawson, Chair

- 1. Report of Recommendations of 10.06.2020 meeting
 - a. U20-024-L - Approved
 - b. U20-025-S - Denied
 - c. U20-026-S - Denied
 - d. U20-027-S - Denied
 - e. U20-028-S – Denied
 - f. U20-029-S – Denied
 - g. U20-030-S – Approved
 - h. U19-034-R – Forward to Nathan Nibert
 - i. U20-031-L - Approved
 - j. U20-032-L - Approved
 - k. U20-012-PR – Approved
 - l. Consideration of Experience Log Hours

Nathan Nibert moved to approve the recommendations from the Upgrade Committee meeting.
Anthony Julian seconded the motion.
Motion carried.

X. Open Business

- A. Consideration of beginning in-person meetings
- B. Consideration of holding a board meeting in northern or southern WV
- C. Discussion of Peer Review Process

In person meetings were discussed. Still apprehensive about COVID.
Next meeting, if in person, will be in Morgantown, WV.

Anthony Julian moved to approve the Open Business.
Robert Wilson, Jr., seconded the motion
Motion carried.

XI New Business

- A. Consideration of reinstating suspended 190CSR5

Joe Chico moved to approve the reinstatement of 190CSR5.
Darlene Dunn seconded the motion.

Motion carried.

- B. Consideration of ASFMRA course “National Best Practices for Rural Property Appraisal Seminar” (not AQB approved). – Approved

Joe Chico moved to approve the ASFMRA course, “National Best Practices for Rural Property Appraisal Seminar”.

Anthony Julian seconded motion.

Motion carried.

- C. Consideration of code/Rule changes – Ongoing Discussions

Dean Dawson indicated this would be continued forward and ongoing.

- D. Consideration of continuation of allowance of live streaming education courses, per ASC & AQB – Approved

Robert Wilson (Tyke) moved to approve live streaming education courses, per ASC and AQB.

Nathan Nibert seconded motion.

Motion carried.

- XII.** Remarks from the Board
None

XIII. Adjournment

Anthony Julian Made a motion to adjourn.

Joe Chico seconded it.

Motion carried.

The Board meeting was adjourned at 11:53 a.m.

- WVREALCB meeting – November 18, 2020, Morgantown, WV (pending)
- Standards & Upgrades Committee meeting – November 17, 2020 in Morgantown, WV (pending COVID numbers)
- Auditor’s Training – October 27, 2020 via YouTube

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

Dean E. Dawson, Chair

11/17/20

Date

VACANT, Secretary

Date