



# OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

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TO: John D. Doak, Chairperson  
Stephen C. Walton, Vice-Chairperson  
H.E. Ted Smith, Member  
Lee R. Caesar, Jr., Member

Shelley Pruitt, Member  
John P. Smithson, Member  
James R. Artman, Member  
Betty J. Cagle, Member

## AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Wednesday, March 30, 2016, at 9:30 a.m. The meeting will be held in the Public Conference Room of the Oklahoma Insurance Department, Five Corporate Plaza, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department, Five Corporate Plaza, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112 on Monday, March 28, 2016 at 9:00 a.m. Copies were transmitted by the undersigned to the offices of the aforementioned members on March 24, 2016. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on March 28, 2016.

## MEETING PROCEDURE

- I. Call to Order.  
Roll Call of Board Members.
- II. Reading and Approval of Minutes.  
March 2, 2016 Regular Session
- III. Discussion and Possible Action Regarding a Consent Agreement in the Matter of Ray Tucker; Complaint #15-014 to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2011 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.

- IV. Chairperson's Report.  
Vice-Chairperson's Report.  
Director's Report.
  - A. Discussion and possible action regarding suspension of individuals for nonpayment of annual fees due on January 31, 2016.
  - B. Discussion and possible action regarding approval of renewal applications due by May 31, 2016 and authority to issue certificates.
  - C. Discussion and possible action regarding approval of original certificates of registration for appraisal management companies.
  - D. Discussion and possible action regarding approval of AMC renewal applications due by May 31, 2016 and authority to issue certificates.

V. **Committee Reports.**

- A. Disciplinary Procedures Committee.
- B. Education, Experience & Testing Committee.
  - 1. Discussion and possible action regarding approval of course submittals.
  - 2. Discussion and possible action regarding approval or disapproval of various applications received and authority to issue certificates.
  - 3. Discussion and possible action regarding approval or disapproval of experience documentation of applicants.
- C. Legislation & Rules Committee.
- D. Probable Cause Committee.
  - 1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
  - 2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.
  - 3. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

VI. **Discussion and Possible Action Regarding a Contract for Legal Services for Fiscal Year 2017 with the Oklahoma Attorney General's Office with Respect to the Services of Board Counsel to include any Associated Matters or Motions.**

VII. **Discussion and Possible Action Regarding a Contract for Legal Services for Fiscal Year 2016 with the Oklahoma Attorney General's Office with Respect to the Services of a Hearing Examiner to include any Associated Matters or Motions.**

VIII. **Discussion and Possible Action Regarding Exercising the First of Four Options to Renew a Contract for Testing Services for Fiscal Year 2017, as to PSI Services, LLC, to include any Associated Matters or Motions.**

IX. **Discussion and Possible Action Regarding Board-Sponsored Day of Education for Oklahoma Appraisers.**

X. **Discussion and Possible Action Regarding Administrative Policies and Procedures Related to the Enforcement of Probation on a Respondent in a Complaint Filing to Include any Associated Matters or Motions.**

XI. **New Business.**

XII. **Adjournment.**



A handwritten signature in black ink, appearing to read "Christine McEntire".

CHRISTINE MCENTIRE, Director