



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

March 5, 2014
Date

259
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held a regular meeting on March 5, 2014 at 9:30 a.m. The Meeting was held in the Public Meeting Room of the offices of the Oklahoma Insurance Department at 5 Corporate Plaza, 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma. In compliance with the Open Meeting Act, 25 O.S. §301 et seq., the agenda for this meeting was posted at the main entrance of the Oklahoma Insurance Department at 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma on Tuesday, March 4, 2014 at 9:30 a.m., and transmitted to the offices of the Board members on February 26, 2014 and posted to the REAB website on March 4, 2014. The agenda is attached as Exhibit "A".

- I. **CALL TO ORDER.** Vice-Chairperson Lee R. Caesar, Jr. called the meeting to order at 9:30 a.m. The roll of Board members was called to establish a quorum.

Board members present were: John D. Doak, Chairperson
Lee R. Caesar, Jr.;
James R. Artman;
Betty J. Cagle;
P. Lane Wheeler;
Stephen C. Walton; and
Shelley Pruitt

Board members excused were: John P. Smithson

Based on the result of the roll call, a quorum was declared present by the Chair.

Others in attendance were: Christine McEntire, Director; Bryan Neal, Assistant Attorney General, Barron Brown, Counsel for Commissioner John D. Doak, and Eric Schoen, Board Secretary. Others present were: Steve McCaleb, Glinda Cordell, Mike Cordell, Bill Lisby, Greg Lynn, Stephen J. Modovsky, Gregory Goodpasture and Annemieke Roell.

- II. **READING AND APPROVAL OF MINUTES.** (Exhibit "B") Mr. Wheeler moved that the reading of the minutes of the February 12, 2014 session be waived and approved as published and distributed. The Motion was seconded by Mr. Walton. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

- III. **Public Hearing re: Notice of Rulemaking Intent as to Title 600: Real Estate Appraiser Board; Chapter 10. Licensure and Certification Requirements: Modifying OAC 600:10-1-2, Definitions; OAC 600:10-1-5, Qualifying Education Prerequisites; and OAC 600:10-1-16, Supervision of Trainee Appraisers.** (Exhibit "C").

No Action.

IV. Discussion and Possible Action Regarding a Hearing Panel Recommendation as to Complaint # 12-060; In the Matter of Gregory L. Goodpasture, Annemieke E. Roell and Oakcrest Appraisal Academy to Include an Application for Oral Argument and any Associated Matters or Motions. (Exhibit "D").

Mr. Caesar recused himself from consideration of Agenda Item IV due to Probable Cause Committee service.

Upon recusal of Mr. Caesar, Mr. Walton moved that Mr. Wheeler be nominated as interim Vice-Chairperson. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

After oral argument by Mr. McCaleb and Mr. Modovsky, Mr. Walton made a Motion to go into executive session. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

The Chair declared the Board to be back in open session. The Chair ordered a roll call to establish a quorum.

Board members present were: James R. Artman;
Betsy J. Cagle;
P. Lane Wheeler
Stephen C. Walton;
Shelley Pruitt; and
John D. Doak, Chairperson

Mr. Walton made a Motion to adopt the recommendations of the hearing panel with respect to items 2, 3, 4, 5 and 6 and to modify item 1 from five years to one year. Ms. Pruitt seconded that Motion. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

V. Discussion and Possible Action Regarding a Hearing Panel Recommendation as to Complaint #13-004; In the Matter of Annemieke E. Roell, to Include an Application for Oral Argument and any Associated Matters or Motions. (Exhibit "E").

Mr. Caesar recused himself from consideration of Agenda Item V due to Probable Cause Committee service and Mr. Wheeler remained in service as Interim Vice-Chair.

After oral argument by Mr. McCaleb and Mr. Modovsky, Mr. Walton made a Motion to go into executive session. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

The Chair declared the Board to be back in open session. The Chair ordered a roll call to establish a quorum.

Board members present were:

James R. Artman;
Betty J. Cagle;
P. Lane Wheeler
Stephen C. Walton;
Shelley Pruitt; and
John D. Doak, Chairperson

Mr. Walton made a Motion to adopt the recommendations of the hearing panel with respect to items 1, 2 and 4 and to strike item 3 from the recommended discipline. Ms. Cagle seconded that Motion. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

VI. Discussion and Possible Action Regarding a Request for an Extension to Complete Board-Ordered Corrective Education under Board Order #13-018; Complaint #12-056; In the Matter of Dustin M. Zumo to Include any Associated Matters or Motions.
(Exhibit "F")

Mr. Caesar recused himself from consideration of Agenda Item V due to Probable Cause Committee service and Mr. Wheeler remained in service as Interim Vice-Chair.

Mr. Walton made a Motion to accept the request for a ninety (90) day extension to comply with the Board's previous Order. Mr. Artman seconded that Motion. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes.

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

VII. CHAIRPERSON'S REPORT. The Chairperson offered no report.

VICE-CHAIRPERSON'S REPORT. The Vice-Chairperson offered no report.

DIRECTOR'S REPORT.

A. Discussion and possible action regarding suspension of individuals for non-payment of annual fees due on December 31, 2013. (Exhibit "G")

Mr. Wheeler made a Motion and it was seconded by Ms. Pruitt to issue an order to suspend the individual listed in Agenda Item VII, Director's Report A. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

B. Discussion and possible action regarding approval of renewal applications due by April 30, 2014 and authority to issue certificates. (Exhibit "H")

Mr. Wheeler made a Motion and it was seconded by Ms. Cagle to approve Board staff to issue renewal certificates to the individuals listed in Agenda Item VII, Director's Report B. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

C. Discussion and possible action regarding approval of original certificates of registration for Appraisal Management Companies. No action taken.

D. Discussion and possible action regarding approval of AMC renewal applications due by April 30, 2014 and authority to issue certificates. (Exhibit "I")

Mr. Wheeler made a Motion and it was seconded by Mr. Walton to issue renewal certificates to the companies listed in Agenda Item VII, Director's Report D. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

VIII. COMMITTEE REPORTS:

A. Standards and Disciplinary Procedures Committee. No report.

B. Education, Experience and Testing Committee:

1. Discussion and possible action regarding approval of course submittals. (Exhibit "J")

Mr. Walton made a Motion and it was seconded by Ms. Pruitt to approve the recommendation as presented in Agenda Item VIII. B. 1. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

2. Discussion and possible action regarding approval or disapproval of various applications received and authority to issue certificates. (Exhibit "K")

(A) Mr. Walton made a Motion and it was seconded by Mr. Wheeler to allow staff to be given authority to issue reciprocal licenses to the individuals listed in Agenda Item VIII. B. 2 (A). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

3. Discussion and possible action regarding approval or disapproval of experience documentation of applicants. (Exhibit "L")

(A) Mr. Wheeler made a Motion and it was seconded by Mr. Walton to allow the staff to be given authority to approve the application for upgrade and be given authority to issue an upgrade certificate to the individual listed in Agenda Item VIII. B. 3 (A), contingent upon receipt of proof of acceptable examination results and payment of the required fee. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Excused
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

C. Legislation and Rules Committee. No action.

D. Probable Cause Committee.

1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee. No Action.
2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee. No action.
3. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations. No action.

IX. Discussion and Possible Action Regarding Non-Compliance of Trainee and Supervisory Appraisers who were Ordered to Complete a Board-Adopted Supervisor-Trainee Course within One Year of April 3, 2013 in Order to Fulfill the Requirement of Current Trainees and Supervisors to Complete Such a Course under Board Rule and to Include any Associated Matters or Motions. (Exhibit "M").

No action.

X. NEW BUSINESS.

IX. ADJOURNMENT. The Board adjourned by general consent.

OFFICIAL MINUTES.

The action taken by the Oklahoma Real Estate Appraiser Board on the items for consideration after Motion duly made and seconded has been noted herein and made a part of these minutes. The Board caused the entire proceeding of the meeting, excepting any executive sessions, to be recorded on a digital audio recording device to be retained as a record in the office of the Board. Exhibits are A through M.



LEE R. CAESAR JR., VICE-CHAIRPERSON
OKLAHOMA REAL ESTATE APPRAISER BOARD



ERIC M. SCHOEN, BOARD SECRETARY
OKLAHOMA REAL ESTATE APPRAISER BOARD