



# 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**  
**Becky Zarecki, Member**

**Shelley Pruitt, Member**  
**Patricia G. Broome, 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, September 6, 2017, 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 Tuesday, September 5, 2017 at 9:30 a.m. Copies were transmitted by the undersigned to the offices of the aforementioned members on August 29, 2017. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on September 5, 2017.

## MEETING PROCEDURE

- I. Call to Order.  
Roll Call of Board Members.
- II. Reading and Approval of Minutes.  
August 2, 2017 Regular Session
- III. 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 June 30, 2017.
  - B. Discussion and possible action regarding approval of renewal applications due by October 31, 2017 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 October 31, 2017 and authority to issue certificates.
- IV. 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.
- V. Discussion and Possible Action Regarding Appointment of Individuals to the Standards and Disciplinary Procedures Committee with Concurrent Appointment as Appraiser Hearing Officers for the Remainder of Calendar Year 2017.
- VI. Discussion and Possible Action Regarding Attendance at the Fall Conference of the Association of Appraiser Regulatory Officials Scheduled for October 13, 2017 to October 16, 2017 in Washington, D.C.
- VII. Receive Remarks Pertaining to the 2017 Field Review of the Oklahoma Real Estate Appraiser Board from Representatives of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council and Possible Discussion.
- VIII. New Business.
- IX. Adjournment.



CHRISTINE MCENTIRE, Director

