



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

September 2, 2015
Date

278
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held a regular session meeting on September 2, 2015 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 Monday, August 31, 2015 at 9:00 a.m., and transmitted to the offices of the Board members on August 26, 2015 and posted to the REAB website on August 31, 2015. 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;
Lee R. Caesar Jr.;
James R. Artman;
Betty J. Cagle;
H.E. Ted Smith;
Stephen C. Walton;
Shelley Pruitt;
John Smithson

Board members excused were: None

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, OID Counsel; and Eric Schoen, Board Secretary. Others present were: Steve McCaleb.

- II. **READING AND APPROVAL OF MINUTES.** (Exhibit "B")

Mr. Walton moved that the reading of the minutes of the August 5, 2015 session be waived and approved as published and distributed. The Motion was seconded by Mr. Smithson. The Chair ordered a roll call vote with the following results:

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

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

- III. **DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR DISMISSAL OF COMPLAINT #14-006 IN THE MATTER OF LAWRENCE J. KOSOWSKY BY THE BOARD'S PROSECUTOR TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.** (Exhibit "C")

After a brief presentation by Steve McCaleb, Mr. Caesar moved that the Board dismiss complaint #14-006 in the matter of Lawrence J. Kosowsky. The Motion was seconded by

Mr. Smith. The Chair ordered a roll call vote with the following results:

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

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

IV. DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST BY RESPONDENT, JAMES SINGLEY, AS TO A PROPOSED SETTLEMENT OF THE OUTSTANDING BALANCE OWED THE REAL ESTATE APPRAISER BOARD UNDER BOARD ORDER #13-011 AND #13-012 TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit "D")

After a brief presentation by Christine McEntire, Mr. Walton moved that the Board accept the settlement as presented for a one-time payment of \$5,000 due no later than thirty days from September 2, 2015. 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. Smith	Recused
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

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

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

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

TAKEN OUT OF ORDER

VIII. DISCUSSION AND POSSIBLE ACTION REGARDING EXECUTIVE ORDER 2015-33 AND SUBSEQUENT RESPONSE OF THE ATTORNEY GENERAL'S OFFICE ADDRESSED TO ALL BOARDS AND COMMISSIONS WITH ACTIVE MARKET PARTICIPANT MAJORITIES; TO INCLUDE A MOTION TO DELEGATE TO THE DIRECTOR THE AUTHORITY TO SEEK ATTORNEY GENERAL REVIEW OF ARGUABLY ANTICOMPETITIVE ACTIONS AS PER THE GOVERNOR'S EXECUTIVE ORDER; AND ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit "E")

After a presentation by Brian Neal and a discussion with the Board, Mr. Caesar made a Motion to delegate to the director the authority to seek attorney general review listed in Agenda Item VIII. The Motion was seconded by Mr. Artman. The Chair ordered a roll call vote with the following results:

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

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

V. DIRECTOR'S REPORT.

A. Discussion and possible action regarding suspension of individuals for non-payment of annual fees due on June 30, 2015. (Exhibit "F")

Mr. Walton made a Motion and it was seconded by Ms. Pruitt to issue an order to suspend the individuals listed in Agenda Item V, 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. Smith	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

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

B. Discussion and possible action regarding approval of renewal applications due by October 31, 2015 and authority to issue certificates. (Exhibit "G")

Mr. Walton made a Motion and it was seconded by Ms. Pruitt to approve Board staff to issue renewal certificates to the individuals listed in Agenda Item V, 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. Smith	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

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

C. Discussion and possible action regarding approval of original certificate of registration for appraisal management companies. No action.

D. Discussion and possible action regarding approval of AMC renewal applications due by October 31, 2015 and authority to issue certificates. (Exhibit "H")

Mr. Walton made a Motion and it was seconded by Mr. Artman to issue renewal certificates to the companies listed in Agenda Item V, 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. Smith	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

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

VI. 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 "I")

submittals. (Exhibit "I")

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

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

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

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

(A) Mr. Artman made a Motion and it was seconded by Mr. Smithson to allow staff to be given authority to issue an original certificate to the individual listed in Agenda Item VI B. 2 (A). The Chair ordered a roll call vote with the following results:

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

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

(B) Mr. Artman made a Motion and it was seconded by Ms. Pruitt to allow staff to be given authority to issue a trainee appraiser credential to the individual listed in Agenda Item VI B. 2 (B). The Chair ordered a roll call vote with the following results:

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

THE RESULT WAS SEVEN 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. No Report.

C. Legislation & Rules Committee. No Report.

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.

VII. DISCUSSION AND POSSIBLE ACTION AS TO ATTENDANCE BY BOARD MEMBERS

AND BOARD STAFF AT THE FALL CONFERENCE OF THE ASSOCIATION OF APPRAISER REGULATORY OFFICIALS BETWEEN OCTOBER 17 AND OCTOBER 20, 2015 IN WASHINGTON, D.C. (Exhibit "K")

Mr. Walton made a Motion and it was seconded by Ms. Pruitt to approve a total of four board and staff members to attend the fall conference listed in Agenda Item VII. The Chair ordered a roll call vote with the following results:

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

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


IX. **NEW BUSINESS.** No Action.

X. **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 K.





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



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