



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

January 8, 2021
Date

341
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 January 8, 2021 at 9:34 a.m. The meeting was held in the Public Meeting Room of the offices of the Oklahoma Insurance Department at 400 NE 50th St, 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 400 NE 50th St, Oklahoma City, Oklahoma on Wednesday, January 6th, 2021 at 9:30 a.m., and transmitted to the offices of the Board members on January 4, 2021 and posted to the REAB website on January 6, 2021. The agenda is attached as Exhibit "A".

I. **CALL TO ORDER.** Lee R. Caesar, Jr., called the meeting to order at 9:34 a.m. The roll of Board members was called to establish a quorum.

Board members present were: Lee R. Caesar, Jr.
Brandon J. Witt;
Aaron Emerson;
Stephen C. Walton;
Ryan C. Litz;
Patty Broome

Board members excused were: Glen Mulready
Timothy R. Ledbetter

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

Others in attendance were: Bryan Neal, Assistant Attorney General; Christine McEntire, Director; Kayla Rochelle, OID Counsel; and Jenelle LePoint, Legal Secretary. Others present were: Steven McCaleb, Ashely Scott, Stephen Schmedt and Brian Gebard.

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

Mr. Walton moved that the reading of the minutes of the December 4th, 2020 session be waived and approved as published and distributed. The Motion was seconded by Mr. Emerson. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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

III. **CHAIRPERSON'S REPORT.** 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 nonpayment of annual fees due on October 31, 2020.** (Exhibit "C")

Mr. Walton made a Motion and it was seconded by Mr. Litz to approve Board staff to suspend the individual listed in Agenda Item III., Director's Report A. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
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Mr. Witt	Yes
Mr. Emerson	Yes
Mr. Walton	Yes
Ms. Broome	Yes
Mr. Litz	Yes

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

B. Discussion and possible action regarding approval of renewal applications due by February 28, 2021 and authority to issue certificates. (Exhibit "D")

Mr. Walton made a Motion and it was seconded by Mr. Emerson to approve Board staff to issue a renewal certificate to each of the individuals listed in Agenda Item III., Director's Report B. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE, NONE EXCUSED, 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 report.

D. Discussion and possible action regarding approval of AMC renewal applications due by February 28, 2021 and authority to issue certificates. (Exhibit "E")

Mr. Witt made a Motion and it was seconded by Ms. Broome to approve Board staff to issue a renewal certificate to the companies listed in Agenda Item III., Director's Report D. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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

IV. 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 "F")

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

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE, NONE EXCUSED, 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 "G")

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

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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

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

(A) Mr. Emerson made a Motion and it was seconded by Mr. Walton to allow staff to be given authority to issue an upgrade certificate to the individual listed in Agenda Item V. B. 3. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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

C. Legislation & Rules Committee. Ashley Scott gave a brief report on the upcoming legislative session.

D. Probable Cause Committee. No Report

V. Discussion of the Opinion of the Oklahoma Court of Civil Appeals Affirming the Board's Order in the Matter of Matthew Bales and Garrett Pearce vs. State of Oklahoma ex rel., Oklahoma Real Estate Appraiser Board in the Court of Civil Appeals of the State of Oklahoma; Case No. 117,238. (Exhibit "I")

Presentation by Stephen McCaleb. No Action.

VI. Public Hearing Regarding Proposed Permanent Rulemaking to Amend 600:10-1-7 Continuing Education and 600:10-1-16 Supervision of trainee appraisers as posted in the November 4, 2020 Notice of Proposed Permanent Rulemaking filed with the Oklahoma Secretary of State Office of Administrative Rules and published in the Oklahoma Register on December 1, 2020. (Exhibit "J")

VIII. Public Hearing Regarding Proposed Permanent Rulemaking to Amend 600:30-1-6 Fee Schedule as posted in the November 4, 2020 Notice of Proposed Permanent Rulemaking filed with the Oklahoma Secretary of State Office of Administrative Rules and published in the Oklahoma Register on December 1, 2020. (Exhibit "K")

The public hearing as to Agenda Item VI. and VIII. were held concurrently. No attendees signed up to offer comment. One written comment was read into the record. The public hearings were closed with no action.

VII. **Discussion and Possible Action Regarding the Adoption of Proposed Permanent Rulemaking to Amend 600:10-1-7 Continuing Education and 600:10-1-16 Supervision of trainee appraisers as posted in the November 4, 2020 Notice of Proposed Permanent Rulemaking filed with the Oklahoma Secretary of State and published in the Oklahoma Register on December 1, 2020 and Following a Public Hearing Held on January 8, 2021.** (See Exhibit "J")

Mr. Walton made a Motion and it was seconded by Mr. Litz to adopt proposed permanent rulemaking as listed in Agenda Item VII. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Smith	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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

IX. **Discussion and Possible Action Regarding the Adoption of Proposed Permanent Rulemaking to Amend 600:30-1-6 Fee Schedule as posted in the November 4, 2020 Notice of Proposed Permanent Rulemaking filed with the Oklahoma Secretary of State and published in the Oklahoma Register on December 1, 2020 Following a Public Hearing Held on January 8, 2021.** (See Exhibit "K")

Mr. Witt made a Motion and it was seconded by Mr. Emerson to adopt proposed permanent rulemaking listed in Agenda Item IX. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Smith	Yes
	Mr. Walton	Yes
	Ms. Broome	Yes
	Mr. Litz	Yes

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


X. **NEW BUSINESS.** No report.

XI. **ADJOURNMENT.** The Board adjourned by general consent.

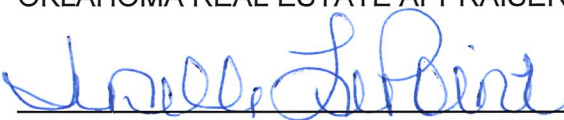
OFFICIAL MINUTES.

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



JENELLE LEPOINT, SECRETARY TO THE BOARD
OKLAHOMA REAL ESTATE APPRAISER BOARD