



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

January 7, 2022
Date

352
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 7, 2022 at 9:30 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 5, 2022 at 9:30 a.m., and transmitted to the offices of the Board members on December 30, 2021 and posted to the REAB website on January 5, 2022. The agenda is attached as Exhibit "A".

- I. **CALL TO ORDER.** 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:

Lee R. Caesar, Jr.
Richard Broughton
Brandon J. Witt
Aaron S. Emerson
Michael S. Willard
Patricia G. Broome

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; Kelli Price, Comm. Counsel; Jenelle LePoint, Administrative Officer and Kelly Reynolds, Legal Secretary. Others present were: Adam Singer and Rachel Lawrence Mor.

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

Mr. Emerson moved that the reading of the minutes of the December 3, 2021 session be waived and approved as published and distributed. The Motion was seconded by Mr. Broughton. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	Yes

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

- III. **DISCUSSION AND POSSIBLE ACTION REGARDING A CONSENT ORDER IN THE MATTER OF CASSIE A. EVERETT; COMPLAINT #20-033 AND COMPLAINT #20-046, TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.**

Agenda Item III was tabled to the February 2022 Board meeting.

- IV. **DISCUSSION AND POSSIBLE ACTION REGARDING A CONSENT ORDER IN THE MATTER OF AUBREY J. DOBBS; COMPLAINT #20-050, TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.**

Agenda Item IV was tabled to the February 2022 Board meeting.

- V. **DISCUSSION AND POSSIBLE ACTION REGARDING A CONSENT ORDER IN THE MATTERS OF GARRETT A. DUTY; COMPLAINT #21-005; TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.**

Agenda Item V was tabled to the February 2022 Board meeting.

VI. DISCUSSION AND POSSIBLE ACTION REGARDING THE MATTERS OF PETER R. FULMER; COMPLAINT #19-031; TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS AND A RECOMMENDATION OF RESOLUTION.

Agenda Item VI was tabled to the February 2022 Board meeting.

VII. CHAIRPERSON'S REPORT. No report.

VICE-CHAIRPERSON'S REPORT. No report.

DIRECTOR'S REPORT.

- A. **Discussion and possible action regarding suspension of individuals for nonpayment of annual fees due September 30,2021.** No report.
- B. **Discussion and possible action regarding approval of renewal applications due by February 28, 2022 and authority to issue certificates.** (Exhibit "C")

Mr. Emerson made a Motion and it was seconded by Mr. Broughton to approve Board staff to issue a renewal certificate to each of 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. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	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 certificates of registration for appraisal management companies.** (Exhibit "D")

Mr. Emerson made a motion and it was seconded by Mr. Witt to approve Board staff to issue an original certificate of registration to the applicant listed in Agenda Item VII, Director's Report C (A). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	Yes

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

- D. **Discussion and possible action regarding approval of AMC renewal applications due by February 28, 2022, and authority to issues certificates.** (Exhibit "E")

Mr. Emerson made a Motion and it was seconded by Mr. Broughton to approve Board staff to issue a renewal certificate to each of the applicant listed in Agenda Item VII, 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. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	Yes

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

(A) Mr. Emerson made a Motion and it was seconded by Mr. Caesar 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. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	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. Emerson made a Motion and it was seconded by Ms. Broome to allow staff to be given authority to issue an original certificate 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. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	Yes

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

(B) Mr. Emerson made a Motion and it was seconded by Mr. Broughton to allow staff to be given the authority to issue an original certificate to the individuals listed in Agenda Item VIII. B. 2. 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. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	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 Ms. Broome to allow staff to be given authority to issue an upgrade certificate to the individuals listed in Agenda Item VIII. B. 3. A. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Caesar	Yes
	Mr. Witt	Yes

Mr. Emerson	Yes
Mr. Broughton	Yes
Mr. Willard	Yes
Ms. Broome	Yes

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

(B) Mr. Emerson made a Motion and it was seconded by Ms. Broome to allow staff to be given the authority to deny an upgrade certificate to the individual listed in Agenda Item VIII. B. 3. 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. Broughton	Yes
	Mr. Willard	Yes
	Ms. Broome	Yes

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

C. **Legislation & Rules Committee.** No report.

D. **Probable Cause Committee.** No report

1. **Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.** No report

2. **Discussion and possible action regarding standard operating procedures for the Probable Cause Committee.** No report

3. **Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.** No report.


IX. **NEW BUSINESS.** None.

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 H.





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



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