



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

August 5, 2022
Date

358
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 August 5, 2022 at 9:30 a.m. The meeting was held in the Third Floor Conference 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, August 3, 2022, at 9:30 a.m., and transmitted to the offices of the Board members on July 29, 2022 and posted to the REAB website on August 3, 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:

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

Board members excused:

Timothy R. Ledbetter
Shane Willard

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; Dilan Lyda, Comm. Counsel; Christine McEntire, Director; Jenelle LePoint, Administrative Officer and Kelly Reynolds, Legal Secretary. Others present were: Stephen McCaleb, Rachel Mor and Tim McClellan

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

Mr. Emerson moved that the reading of the minutes of the July 8, 2022, session be waived and approved as published and distributed. The Motion was seconded by Ms. Broome. 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
	Ms. Broome	Yes

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

- III. **DISCUSSION AND POSSIBLE ACTION AS TO COMPLAINT #21-002; IN THE MATTER OF DEREK LAMKIN AND RESPONDENT'S MOTION FOR EXTENSION OF TIME FOR COURSES AND TESTING AND AMENDMENT TO CONSENT ORDER #22-007; TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.**

After a brief discussion, this item was stricken from the agenda.

- IV. **DISCUSSION AND POSSIBLE ACTION REGARDING A CONSENT ORDER IN THE MATTER OF DIANA VEREL; COMPLAINT #21-043; TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS.** (Exhibit "C")

Mr. Emerson is recused as prior PCC member associated with review of this complaint.

After a brief presentation by Stephen McCaleb, Ms. Broome made a Motion, and it was seconded by Mr. Broughton to approve the Consent Order listed in Agenda Item IV. The Chair ordered a roll call vote with the following results:

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

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

V. **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 May 31, 2022.** (Exhibit "D")

Mr. Emerson made a Motion, and it was seconded by Mr. Broughton to approve Board staff to administratively suspend the individual listed in Agenda Item V, Director's Report 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
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 September 30, 2022, and authority to issue 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 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. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 "F")

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 V, 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
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 September 30, 2022, and authority to issues certificates. (Exhibit "G")

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

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

VI. COMMITTEE REPORTS:

A. Standards and Disciplinary Procedures Committee.

1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist the Standards and Disciplinary Procedures Committee. (No Report)

B. Education, Experience and Testing Committee:

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

Mr. Emerson made a Motion, and it was seconded by Ms. Broome 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. Caesar	Yes
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 "I")

(A) Mr. Emerson made a Motion, and it was seconded by Mr. Broughton to allow staff to be given authority to issue an original certificate to the individuals listed in Agenda Item vi. 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
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 VI. 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
	Ms. Broome	Yes

THE RESULT WAS FIVE 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 "J")

(A) Mr. Emerson made a Motion, and it was seconded by Mr. Broughton to allow staff to be given authority to issue an upgrade certificate to the individuals listed in Agenda Item VI. 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
	Ms. Broome	Yes

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

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 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

VII. Discussion and Possible Action Regarding the July 8, 2022 Notification from the Appraisal Subcommittee Regarding the 2022-2023 7-Hour National USPAP Course and the Requirement for Oklahoma Appraisers to Complete this Course.

Mr. Emerson made a Motion, and it was seconded by Mr. Witt that it be optional for appraisers to complete the 2022-2023 7-Hour USPAP Course as presented 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. Emerson	Yes
	Mr. Broughton	Yes
	Ms. Broome	Yes

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

VIII. Discussion and Possible Action Regarding Attendance at the Fall Conference of the Association of Appraiser Regulatory Offices to be held October 14 to October 17, 2022, in Washington, D.C.

Discussion regarding attendance at conference.

IX. Presentation by Assistant Attorney General, Bryan Neal, and Possible Discussion as to the Oklahoma Open Meetings Act and Open Records Act

Tabled to September Board meeting.

XII. NEW BUSINESS. None.

XIII. 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 J.



A handwritten signature in blue ink, appearing to read "Lee R. Caesar, Jr.", positioned above a horizontal line.

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

A handwritten signature in blue ink, appearing to read "Jenelle LePoint", positioned above a horizontal line.

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