



REAL ESTATE APPRAISER BOARD

Insurance Commissioner, Glen Mulready

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Glen Mulready, Chairperson
Lee R. Caesar, Jr., Vice-Chairman
Aaron Emerson, Member
Michael S. Willard, Member

Vacancy, Member
Davonna Milam, Member
Richard Broughton, Member
Brandon J. Witt, Member

AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Friday, December 1, 2023, at 9:30 a.m. The meeting will be held in the Public Conference Room of the Oklahoma Insurance Department, 400 N.E. 50th Street, Oklahoma City, Oklahoma 73105.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department, 400 NE 50th, Oklahoma City, Oklahoma 73105 on Wednesday, November 29, 2023. Copies were transmitted by the undersigned to the offices of the board members on November 22, 2023. This agenda was posted to the Oklahoma Insurance Department website at www.oid.ok.gov on November 29, 2023.

MEETING PROCEDURE

- I. Call to Order.
Roll Call of Board Members.
- II. Reading and Approval of Minutes.
November 3, 2023
- III. Discussion and Possible Action Regarding a Consent Order in the Matter of Lee Ann Nelson; Complaint #22-041; to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2021 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.
- IV. 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 September 30, 2023.
 - B. Discussion and possible action regarding approval of renewal applications due by December 31, 2023 and authority to issue certificates.
 - C. Discussion and possible action regarding approval of original certificates of registration for appraisal management companies. **NO REPORT**
 - D. Discussion and possible action regarding approval of AMC renewal applications due by December 31, 2023 and authority to issue certificates.

V. 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.
- B. Education, Experience & Testing Committee.
 - 1. Discussion and possible action regarding approval of course submittals not approved through the Appraisal Foundation's CAP Program. **NO REPORT**
 - 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.
 - 4. Discussion and possible action regarding appointment of volunteers and/or committee members to assist the Education, Experience & Testing Committee.
- 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.

VI. Discussion and Possible Action Regarding Appointment of a Board Member as Vice-Chairman for the Calendar Year 2024.

VII. Discussion and Possible Action Regarding Appointment of Board Members as Co-Chairs of the Boards Three Standing Committees; Legislative & Rules Committee; Standards and Disciplinary Procedures Committee, and Education, Experience & Testing Committee, for the Calendar Year 2024.

VIII. Discussion and Possible Action Regarding Appointment of Individuals to Education, Experience and Testing Committee; Legislation and Rules Committee; and Standards and Disciplinary Procedures Committee with Concurrent Appointment as Appraiser Hearing Officers for the Calendar Year 2024.

IX. Discussion and Possible Action Regarding a Consent Order in the Matter of Dawn A. Robinson; Complaint #22-043; to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2021 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.

- X. Discussion and Possible Action Regarding a Consent Order in the Matter of Tara J. Schwarze; Complaint #22-045; to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2021 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.

- XI. Discussion and Possible Action Regarding a Consent Order in the Matter of Lanette Sorum; Complaint #22-040 and Complaint #22-044; to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2021 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.

- XII. New Business.

- XIII. Adjournment.



A handwritten signature in blue ink, appearing to read "Christine McEntire", written over a horizontal line.

CHRISTINE MCENTIRE, Director