



STATE OF OKLAHOMA  
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

August 8, 2025  
Date

386  
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held a regular session meeting August 8, 2025, at 9:30 a.m. The meeting was held in the conference room of the offices of the Oklahoma State Board of Licensure for Professional Engineers & Land Surveyors located at 220 N.E. 28<sup>th</sup> St, Ste, 120, 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 50<sup>th</sup> St, Oklahoma City, Oklahoma and at the Oklahoma State Board of Licensure for Professional Engineers & Land Surveyors located at 220 N.E. 28<sup>th</sup> St, Ste, 120, Oklahoma City, Oklahoma on Wednesday, August 6, 2025, at 9:30 a.m., and transmitted to the offices of the Board members on August 1, 2025, and posted to the REAB website on August 6, 2025. The agenda is attached as Exhibit "A".

- I. **CALL TO ORDER.** Aaron S. Emerson 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
Aaron S. Emerson
Lee R. Caesar, Jr.
Richard Broughton
Brandon J. Witt
Michael Willard
Alex Trinidad

Board members excused: Davonna Milam

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; Julie Reding, Comm. Counsel; Christine McEntire, Director; Jenelle LePoint, Administrative Officer; Ty Mowdy, and Razann Ghazal.

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

Mr. Caesar moved that the reading of the minutes of the July 11, 2025, 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. Trinidad	Yes
	Mr. Willard	Yes

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

- III. **CHAIRPERSON'S REPORT.**

**VICE-CHAIRPERSON'S REPORT.**

**DIRECTOR'S REPORT.**

- A. **Discussion and possible action regarding approval of renewal applications due September 30, 2025, and authority to issue certificates.** (Exhibit "C")

Mr. Witt made a Motion, and it was seconded by Mr. Caesar to approve Board staff to issue a renewal certificate to each of the individuals 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
	Mr. Witt	Yes
	Mr. Emerson	Yes
	Mr. Broughton	Yes
	Mr. Trinidad	Yes
	Mr. Willard	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 original certificates of registration for appraisal management companies. (No Report)
- C. Discussion and possible action regarding approval of AMC renewal applications due September 30, 2025, and authority to issue certificates. (Exhibit "D")

Mr. Broughton made a Motion, and it was seconded by Mr. Caesar to approve Board staff to issue a renewal certificate to each of the applicants listed in Agenda Item IV, Director's Report C. 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. Trinidad	Yes
	Mr. Willard	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.
  - 1. Discussion and possible action regarding the 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 "E")

Mr. Emerson made a Motion, and it was seconded by Mr. Caesar, to approve the recommendation as presented in Agenda Item IV. 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. Trinidad	Yes
	Mr. Willard	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 "F")
  - (A) Mr. Emerson made a Motion, and it was seconded by Mr. Caesar, to allow staff to be given authority to issue an original certificate to the individuals listed in Agenda Item IV. 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. Trinidad	Yes
	Mr. Willard	Yes

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

(B) Mr. Witt made a Motion, and it was seconded by Mr. Emerson, to allow staff to be given the authority to issue an original certificate to the individuals listed in Agenda Item IV. 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. Trinidad	Yes
	Mr. Willard	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 “G”)

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

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

4. Discussion and possible action regarding appointment of volunteers and/or committee members to assist the Education, Experience and Testing Committee. (Exhibit “H”)

Mr. Caesar made a Motion, and it was seconded by Mr. Emerson to approve the recommendation as presented in Agenda Item IV. B. 4. 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. Trinidad	Yes
	Mr. Willard	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.

1. Discussion and possible action regarding the 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)
- V. Discussion and Possible Action Regarding the August 5, 2025, Final Appraiser Program Compliance Review Report of the Appraisal Subcommittee. (Exhibit "I")

Board members discussed Agenda Item V.

Mr. Emerson made a motion, and it was seconded by Mr. Witt to require reciprocal license holders to submit continuing education with their renewal applications starting January 1, 2026. The Motion included a request for the Attorney General's Office to prepare and submit correspondence to the Appraisal Subcommittee requesting formal clarification of their current findings and the contradictory compliance ratings previously received. 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. Trinidad	Yes
	Mr. Willard	Yes

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

- VI. Discussion and Possible Action Regarding the August 5, 2025, Final Appraiser Management Company Program Compliance Review Report of the Appraisal Subcommittee. (Exhibit "J")
- Board members discussed Agenda Item VI.
- Mr. Caesar made a motion, and it was seconded by Mr. Emerson to pursue legislation as presented in Agenda Item VI. 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. Trinidad  | Yes |
|                 | Mr. Willard   | Yes |
- THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE, NONE EXCUSED, AND NONE OPPOSED. THE MOTION WAS AGREED TO.

- VII. Discussion and Possible Action Regarding Attendance by Board Members and Board Staff at the Fall Conference of the Association of Appraiser Regulatory Officials to be held in Atlanta, Georgia between October 6 and October 8, 2025. (Exhibit "K")

- Board members discussed Agenda Item VII.
- VIII. Discussion and Possible Action Regarding Implementation of an Annual Review Process for the Oklahoma Real Estate Appraiser Board's Director. (Exhibit "L")

Mr. Emerson made a Motion, and it was seconded by Mr. Witt to approve the recommendation as presented in Agenda Item VIII. 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. Trinidad	Yes
	Mr. Willard	Yes

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

IX. **NEW BUSINESS.**

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, except 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 L.



**AARON S. EMERSON, VICE-CHAIRPERSON**  
OKLAHOMA REAL ESTATE APPRAISER BOARD

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