



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

December 5, 2025,
Date

389
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held a regular session meeting December 5, 2025, at 9:30 a.m. The meeting was held in the public conference room of the offices of the Oklahoma Insurance Department located at 400 N.E. 50th Street, 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, December 3, 2025, at 9:30 a.m., and transmitted to the offices of the Board members on November 26, 2025, and posted to the REAB website on December 3, 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; Kelly Reynolds, Legal Secretary; and Ty Mowdy.

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

Mr. Caesar moved that the reading of the minutes of the November 7, 2025, regular 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.** (No Report)

VICE-CHAIRPERSON'S REPORT. (No Report)

DIRECTOR'S REPORT.

- A. **Discussion and possible action regarding approval of renewal applications due January 31, 2026, 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 January 31, 2026 and authority to issue certificates. (Exhibit "D")**

Mr. Caesar made a Motion, and it was seconded by Mr. Witt to approve Board staff to issue a renewal certificate to each of the applicants listed in Agenda Item III, 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. Witt, 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. Witt, 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. 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 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.

(C) Mr. Emerson made a Motion, and it was seconded by Mr. Caesar to allow staff to be given the authority to issue a certificate to the individual listed in Agenda Item IV. B. 2. 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, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

(D) Mr. Emerson made a Motion, and it was seconded by Mr. Witt to allow staff to be given the authority to issue a certificate to the individual listed in Agenda Item IV. B. 2. 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. Trinidad	Yes
	Mr. Willard	Yes

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

(E) Mr. Emerson made a Motion, and it was seconded by Mr. Witt to allow staff to be given the authority to issue a certificate to the individual listed in Agenda Item IV. B. 2. E. 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, NONE OPPOSED AND ONE RECUSED. 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. Broughton, to allow staff to be given the authority to issue an upgrade certificate to the individuals listed in Agenda Item V. 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. (No Report)

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 Appointment of a Board Member as Vice-Chairman for the Calendar Year 2026.

Following a discussion, Mr. Broughton made a Motion, and it was seconded by Mr. Witt to appoint Aaron Emerson as Vice-Chairman for 2026 as listed in Agenda Item V. 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 Appointment of Board Members as Co-Chairs of the Board's Three Standing Committees: Legislation & Rules Committee; Standards and Disciplinary Procedures Committee, and Education, Experience & Testing Committee, for the Calendar Year 2026. (Exhibit "H")

Following a discussion, Mr. Emerson made a Motion, and it was seconded by Mr. Broughton to re-appoint Davonna Milam and Alex Trinidad to Legislation & Rules Committee, Richard Broughton and Brandon Witt to Standards and Disciplinary Procedures Committee and Shane Willard and Lee Caesar, Jr. to Education, Experience & Testing Committee. 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 Appointment of Individuals to Education, Experience and Testing Committee; Legislation & Rules Committee; and Standards and Disciplinary Procedures Committee with Concurrent Appointment as Appraiser Hearing Officers for the Calendar Year 2026. (Exhibit "I")

Following a discussion, Mr. Emerson made a Motion, and it was seconded by Mr. Witt to approve the individuals currently listed on the rosters for the Legislation & Rules Committee; Standards and Disciplinary Procedures Committee; and the Education, Experience & Testing Committee. 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.

VIII. Discussion and Possible Action Regarding Status of the Real Estate Appraiser Board's Online Licensing Provider, Thentia USA. (Exhibit "J")

The Director updated the Board on the status of Thentia, USA, with respect to online licensing.
No Action Taken.

IX. Discussion and Possible Action as to the Order of the Oklahoma Court of Civil Appeals, Case Number 121,564 Affirming the District Court Order in the Matter of Patrick S. Ryan and Chris M. Williams v. Oklahoma Real Estate Appraiser Board, filed in the District Court of Oklahoma County, Case No. CV-2022-1986 (Real Estate Appraiser Board Complaint #20-016). (Exhibit "K")

a. A Proposed Executive Session: Possible discussion and vote to enter Executive Session as authorized by 25 O.S. 2021 §307(B)(4) regarding the above matter in order to allow confidential communications between a public body and its attorney concerning an investigation, claim, or action, where the Board's Attorney has determined disclosure will seriously impair the Board's ability to process or conduct the investigation, claim or action in the public interest. There being no objection, the Board's Prosecutor remained in the Executive Session.

Mr. Caesar made a Motion, and it was seconded by Mr. Broughton to enter into Executive Session. 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. Vote to Exit Executive Session and Return to Open Session.

Mr. Witt made a Motion, and it was seconded by Mr. Broughton to return to Open Session. 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.

X. **NEW BUSINESS.**

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, 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 K.



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

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