STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

July 10, 2026 — 394
Date — *Number*

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held a regular session meeting July10, 2026, 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, July 8, 2026, at 9:30 a.m., and transmitted to the offices of the Board members on July 2, 2026, and posted to the REAB website on July 8, 2026. 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:
Aaron S. Emerson
Lee R. Caesar, Jr.
Richard Broughton
Brandon Witt
Michael Willard
Davonna Milam

Board members excused: Glen Mulready and Alex Trinidad

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 Nate Clark.

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

Mr. Caesar moved that the reading of the minutes of the June 5, 2026, regular session be waived and approved as published and distributed. The Motion was seconded by Ms. Milam. 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. Milam	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 August 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
	Ms. Milam	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**. (Exhibit "D")

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 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. Milam	Yes
	Mr. Willard	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 AMC renewal applications due August 31, 2026, and authority to issue certificates.** (Exhibit "E")

Mr. Caesar made a Motion, and it was seconded by Ms. Milam 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
	Ms. Milam	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 "F")

Mr. Emerson made a Motion, and it was seconded by Ms. Milam, 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
	Ms. Milam	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 "G")

(A) Mr. Witt 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 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
	Ms. Milam	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 "H").

Mr. Emerson made a Motion, and it was seconded by Mr. Broughton, to approve the recommendation as presented in Agenda Item IV. B. 3. 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. Milam	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. (Exhibit "I").

Mr. Broughton is recused from consideration of Agenda Item IV. D. 3. in his capacity as Chair of the Probable Cause Committee.

Following discussion of Grievance #26-011, Mr. Caesar made a Motion, and it was seconded by Mr. Emerson that a Non-Disciplinary Letter of Concern be issued, the grievance be dismissed, the file closed, and no further action be taken. The Chair ordered a roll call vote with the following results:

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

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

Following discussion of Grievance #26-012, Mr. Emerson made a Motion, and it was seconded by Mr. Caesar that the grievance be dismissed, the file closed, and no further action be taken. The Chair ordered a roll call vote with the following results:

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

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

Following discussion of Grievance #26-013, Mr. Witt made a Motion, and it was seconded by Mr. Caesar that the grievance be dismissed, the file closed, and no further action be taken. The Chair ordered a roll call vote with the following results:

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

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

Following discussion of Grievance #26-014, Mr. Emerson made a Motion, and it was seconded by Ms. Milam that a Non-Disciplinary Letter of Concern be issued, the grievance be dismissed, the file closed, and no further action be taken. The Chair ordered a roll call vote with the following results:

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

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

Following discussion of Grievance #26-015, Mr. Caesar made a Motion, and it was seconded by Ms. Milam that the grievance be forwarded to prosecution for further handling. The Chair ordered a roll call vote with the following results:

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

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

V. **<u>DISCUSSION AND POSSIBLE ACTION REGARDING REVIEW AND APPROVAL OF THE REAL ESTATE APPRAISER BOARD BUDGET FOR FISCAL YEAR 2027.</u>** (Exhibit "J").

Mr. Caesar made a Motion, and it was seconded by Mr. Broughton to approve the Budget for Fiscal Year 2027 as presented 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. Willard	Yes
	Ms. Milam	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 ATTENDANCE BY BOARD MEMBERS AND STAFF AT THE FALL CONFERENCE OF THE ASSOCIATION OF APPRAISER REGULATORY OFFICIALS IN CLEARWATER, FLORIDA BETWEEN SEPTEMBER 28 AND SEPTEMBER 30, 2026. (Exhibit "K").

Board members discussed Agenda Item VI.

VII. DISCUSSION AND POSSIBLE ACTION AS TO THE SECOND EXPOSURE DRAFT OF PROPOSED CHANGES TO THE 2028 REAL PROPERTY APPRAISER QUALIFICATION CRITERIA. (Exhibit "L").

Board members discussed Agenda Item VII.

VIII. NEW BUSINESS.

IX. 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