

**APPRAISER LICENSING AND CERTIFICATION BOARD  
HEBER M. WELLS BUILDING  
ROOM 2B  
December 12, 2012  
9:00 A.M.  
TELEPHONIC MEETING**

**MINUTES**

**STAFF MEMBERS PRESENT**

Jonathan Stewart, Division Director  
Mark Fagergren, Education/Licensing Director  
Jeffery Nielsen, Chief Investigator  
Judith Jensen, Assistant Attorney General  
Michael Palumbo, Hearing Officer  
Renda Christensen, Board Secretary  
Carla Westbroek, Appraisal Education/Licensing Specialist  
Jim Bolton, Investigator  
Theron Case, Investigator

**BOARD MEMBERS PRESENT**

Dan Brammer, Chair  
Paul Throndsen, Vice Chair  
Jeanette Payne, Board Member  
John Ulibarri, Board Member  
Jim Bringhurst, Board Member

The December 12, 2012 meeting of the Appraiser Licensing and Certification Board began at 9:00 a.m. with Chair Brammer conducting.

**PLANNING AND ADMINISTRATIVE MATTERS**

The minutes from November 28, 2012 need one correction. On page 5, the word “Approved” should have been “Denied.” With that correction, a motion was made to accept the minutes as corrected. Vote: Chair Brammer, yes; Vice Chair Throndsen, yes; Board Member Payne, yes; Board Member Ulibarri, yes, Board Member Bringhurst, yes. Motion carries.

**DIVISION REPORTS**

**DIRECTOR’S REPORT** – Jonathan Stewart

Director Stewart introduced Theron Case to the Board. Mr. Case started on Monday, and is the new appraiser investigator for the Division.

There was a discussion about the proposed new qualifying questionnaire questions for use on Appraiser and Real Estate applications. A few suggestions were made in wording, and the Division will bring back an updated copy for the Board’s review next month.

**ENFORCEMENT REPORT** – Jeffery Nielsen

Mr. Nielsen reported in November the Division received 5 complaints; opened no cases; closed 18 cases; leaving a balance of open appraiser cases at 68.

There were no enforcement stipulations to review this month.

EDUCATION AND LICENSING REPORT – Mark Fagergren

Mr. Fagergren said the statistics show the number of appraisers has remained constant.

Mr. Fagergren said he received a phone call from an AMC in Pennsylvania with question regarding desk reviews. After discussion, the Division asked Ms. Jensen if she would research this topic with the Attorney's General office.

Mr. Fagergren presented the following list to the Board for their review:

Certified and Licensed Appraiser Applicants Approved by both Education and Experience Review Committees:

Eric D. Cropper, LA Candidate

Kyle P. Jensen, CR Candidate

Certified and Licensed Appraiser Applicants Approved by Education Review Committee and Denied by Experience Review Committee:

Adam Coccimiglio, CR Candidate

Thayle Wilkins, CR Candidate

Nikki Howell, CR Candidate

Stipulation for Review:

Josh Benson

The respondent was given the opportunity to appear today and has chosen not to.

COMMISSION AND INDUSTRY ISSUES

Discussion: Update on Proposed Rules – Michael Palumbo

Mr. Palumbo said the AMC rules are still open for public comment. As of now, the Division has not received any comments on the rules.

A motion was made to close the meeting for the sole purpose of discussing the character, professional competence or physical or mental health of an individual. Vote: Chair Brammer, yes; Vice Chair Throndsen, yes; Board Member Ulibarri, yes; Board Member Payne, yes; Board Member Bringhurst, yes. An Executive Session was held from 9:49 a.m. to 10:09 a.m.

**CLOSED TO PUBIC**

Consideration of Stipulation

Review of Lists

**OPEN TO PUBLIC**

The Board agreed with the Committee on their decisions:

Certified and Licensed Appraiser Applicants Approved by both Education and Experience Review Committees:

Eric D. Cropper, LA Candidate

Kyle P. Jensen, CR Candidate

Certified and Licensed Appraiser Applicants Approved by Education Review Committee and Denied by Experience Review Committee:

Adam Coccimiglio, CR Candidate

Thayle Wilkins, CR Candidate

Nikki Howell, CR Candidate

Results of Stipulation

John Benson - Approved

The Division will be sending a letter of “Thanks” to all the Education and Experience Review Committee for their service to the industry.

A motion was made to adjourn the meeting. Vote: Chair Brammer, yes; Vice Chair Thronsen, yes; Board Member Ulibarri, yes; Board Member Payne, yes; Board Member Bringhurst, yes. The motion carries. The meeting adjourned at 10:12 a.m.