

**APPRAISER LICENSING AND CERTIFICATION BOARD  
HEBER M. WELLS BUILDING  
ROOM 210  
May 20, 2008  
9:00 a.m.**

**MINUTES**

**STAFF MEMBERS PRESENT**

Mark B. Steinagel, Division Director  
Dee Johnson, Enforcement Director  
Mark Fagergren, Education/Licensing Director  
Laurie Noda, Assistant Attorney General  
Traci Gundersen, Assistant Attorney General  
Renda Christensen, Board Secretary  
Carla Westbroek, Appraiser Licensing

**BOARD MEMBERS PRESENT**

Lynn Christensen, Chair  
Holly Christensen, Vice Chair  
Craig Morley, Board Member  
Ambria Spencer, Board Member  
Ron Smith, Board Member

**GUESTS**

Lance Lyman

The May 20, 2008 meeting of the Appraiser Licensing and Certification Board began at 9:06 a.m. with Chair Christensen conducting.

The minutes for the April 23, 2008 telephonic meeting were approved as written.

**DIVISION REPORTS**

**DIRECTOR'S REPORT** – Mark B. Steinagel

Director Steinagel said three of the Board members will be leaving the Board next month. Since this is the last “live” meeting before that change, he wanted to take a minute to thank Chair Christensen, Vice Chair Christensen, and Board Member Morley. He wanted to thank these members of their hard work and service given to the Appraiser Board for the last four years and wanted to let them know they have been appreciated. Comments from Mr. Fagergren, Mr. Johnson, and Ms. Christensen echoed the same sentiment of the good work that has been done by these members was expressed.

Director Steinagel said in last month's meeting the topic of listing the names of applicants or appraisers that had been denied licenses being published in the Division newsletter. Director Steinagel said the Division has made the decision not to publish those names in the future newsletters.

The Division is working on two draft rules that will be submitted at the next meeting. These topics are regarding on-line renewals and trainee and supervisor supervision. Director Steinagel said the Appraisal Institute has created a committee to study the topic of trainee and supervisor supervision.

The Division's Caravan covered eight locations this year. The main concerns expressed by those in attendance were continued enforcement actions, on-line renewals, and timeliness of actions.

The Division received confirmation of the letter written to Attorney General Cuomo. Copies were also given to the mortgage industry for their review.

In terms of Rule 10.G the Division received a letter from the ASC saying they will not require residential samples from Certified General's so the Division won't enforce this requirement.

Director Steinagel brought up the topic of background checks for licensees. After discussion it was agreed to have trainees and applicants for reciprocity fingerprinted with their applications. The Board doesn't believe it is necessary for those renewing their licenses. This change will require a change in the statute.

#### ENFORCEMENT REPORT – Dee Johnson

Mr. Johnson reported in the month of April the Division received 14 complaints, screened 1 complaint, opened 12 cases, and 4 cases closed leaving 94 open cases. Reviews are much more detailed and take longer to screen.

There is one stipulation for the Board to review today. The respondent was given the opportunity to attend today and has chosen not to appear.

#### Review of Stipulations:

Randy Hollis

Mr. Johnson said this years Division Caravan had a larger number of appraisers attend. He said appraisers are now reporting what their fellow appraisers are doing.

#### EDUCATION/LICENSING REPORT – Mark Fagergren

Mr. Fagergren said the Caravan went well. Some appraisers would have liked more specific appraiser discussion but the Caravan covers each profession and there was discussion that applied to each industry.

On-line renewals for appraisers would necessitate that continuing education courses be approved by the Division in advance of presentation. Course providers would be required to submit attendance roster information to enable CE credit banking. The ASC has given the Division an option to allow on-line renewals if audit measures ensure compliance with CE attendance requirements.

Mr. Fagergren said he recently received an e-mail on sales concessions. He asked the Board if they would be interested in having an article in the newsletter on concessions. Board Member Morley said he would be happy to write an article on this topic.

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

Jacob C. Dietz, CG Candidate  
Eric Golden, LA Candidate  
Spencer Minson, CR Candidate  
Dustin Thompson, CR Candidate  
Derek White, CR Candidate

Matthew J. Frentheway, CR Candidate  
Jesse N .Hokanson, CR Candidate  
Daniel Sanders, LA Candidate  
Ryan Vincent, CR Candidate  
Teniel Allen, CR Candidate

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

Tyler Aicher, LA Candidate  
Michael Junkins, LA Candidate  
Jeffrey Trent Pierson, LA Candidate

Casey Hatch, CR Candidate  
Marty Lyman, LA Candidate

Review of Discipline List for Boards Consideration

Cynthia Baron  
Conner Cooper  
Scott Aaron McCorvie

**CLOSED TO PUBLIC**

A motion was made to go into an Executive Session from 9:48 a.m. to 10:00 a.m.

**CLOSED TO PUBLIC**

10:05 Jennifer Sagers – Disciplinary Hearing  
Joseph Wrona, Attorney  
Chair Christensen has recused himself from this hearing.

Those in attendance of this hearing:

Laurie Noda, Assistant Attorney General  
Traci Gundersen, Assistant Attorney General  
Mark Steinagel, Division Director  
Dee Johnson, Enforcement Director  
Mark Fagergren, Education/Licensing Director  
Renda Christensen, Board Secretary  
Carla Westbroek, Appraiser Licensing  
Greg Thygesen, VP, Liberty Bank – Sager Witness  
Ken Wamsley, Investigator – Division Witness  
James Bolton, Investigator – Division Witness  
Carlos Alamilla, Investigator  
Marv Everett, Investigator  
Van Kagie, Investigator  
Elizabeth Beezley, Investigator

Holly Christensen, Vice Chair  
Craig Morley, Board Member  
Ron Smith, Board Member  
Ambria Spencer, Board Member

Craig Livingston, Investigator  
Kurtis Hughes, Investigator  
Jim Cross, Investigator

**CLOSED TO PUBLIC**

A motion was made to go into an Executive Session from 12:07 p.m. to 1:05 p.m.

**RESULTS OF EXECUTIVE SESSION**

Results of Stipulations:

Randy Hollis

The Board has agreed with the recommendations on the following lists:

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

Jacob C. Dietz, CG Candidate

Eric Golden, LA Candidate

Spencer Minson, CR Candidate

Dustin Thompson, CR Candidate

Derek White, CR Candidate

Matthew J. Frentheway, CR Candidate

Jesse N .Hokanson, CR Candidate

Daniel Sanders, LA Candidate

Ryan Vincent, CR Candidate

Teniel Allen, CR Candidate

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

Tyler Aicher, LA Candidate

Michael Junkins, LA Candidate

Jeffrey Trent Pierson, LA Candidate

Casey Hatch, CR Candidate

Marty Lyman, LA Candidate

Review of Discipline List for Boards Consideration

Cynthia Baron - Approved

Conner Cooper - Approved

Scott Aaron McCorvie – Approved

A motion was made to adjourn at 4:17 p.m.