

## **APPRAISER LICENSING AND CERTIFICATION BOARD**

Heber M. Wells Building

Room 210

9:00 a.m.

April 22, 2009

### **MINUTES**

#### **STAFF MEMEBERS PRESENT:**

Mark B. Steinagel, Division Director

Mark Fagergren, Education/Licensing Director

Dee Johnson, Enforcement Director

Carla Westbroek, Appraiser Education/Licensing Coordinator

Ken Wamsley, Investigator

#### **COMMISSION MEMBERS PRESENT:**

Ronald M. Smith, Chair

Craig Morley, Vice Chair

Paul W. Throndsen, Board Member

Debra Sjoblom, Board Member

#### **GUESTS:**

Debbie Coburn, UAA

The April 22, 2009 meeting of the Appraiser Licensing and Certification Board began at 9:00 a.m. with Chair Smith conducting.

### **PLANNING AND ADMINISTRATIVE MATTERS**

#### **Approval of Minutes**

The Minutes for the March 4, 2009 and March 25, 2009 were reviewed and approved as written.

### **DIVISION REPORT**

#### **DIRECTOR'S REPORT - Mark B. Steinagel**

Director Steinagel said he has not received any information back regarding the name submitted for the new Board member. He will let the Board know when he hears anything from the Governor's staff.

At the last meeting, the Board asked Director Steinagel to ask the Real Estate Commission about forming a working group on Broker Price Opinion's ("BPO"), and the Commission designated two people, Sam Sampson, Chair, and Stephanie Tugaw-Madsen, Commissioner. Director Steinagel said the meeting can be held via telephone if so decided. The two members from the Board will be Mr. Morley and Ms. Sjoblom.

There were three rules sent out for the Board's review: R162-103, R162-104, and R162-105. There were three items the Appraiser Sub-Committee gave Director

Steinagel and the Board that needed some changes. The first item, reporting of disciplinary action to the National Registry, has been resolved by Ms. Westbroek's sending the required information. The second item were these rules. Most of the changes suggested were already fine in our practice, but we have changed the language to match our practice.

A motion was made to adopt these changes and proceed with the rulemaking process. The motion passed unanimously.

Director Steinagel said the forms are progressing for the AMC applications. There will be a department fee hearing held on May 13, 2009. The fee suggested is the same as appraisers pay.

Discussion was held on what determines "good moral character." Since applicants after May 12, 2009 will be fingerprinted, there was discussion regarding what may appear on the background checks. One concern includes whether someone has ever had a license revoked for any reason in any jurisdiction.

Vice Chair Morley brought up what would be considered as to the determination of AMC employee qualifications. An appraiser is required to have a current copy of USPAP in his office. Add "Do you have a current copy of USPAP, and have you read it and do you understand it" to the application.

#### INVESTIGATIONS REPORT – Dee Johnson

Mr. Johnson said he and three investigators attended a USPAP class yesterday. He mentioned speaking with mass appraisers at break and the issues they have. There were two fee appraisers attending, one of which brought up the fact that it is adding about 30-45 minutes to the process per appraisal to do a market conditions report that is now required. Mr. Johnson said the class was well attended and Chair Smith did an excellent job in teaching the course.

Mr. Johnson reported in the month of March the Division received 8 complaints; screened 1 complaint; opened 10 cases; closed 14 cases; leaving a total of 101 cases.

#### EDUCATION AND LICENSING REPORT – Mark Fagergren

Mr. Fagergren said the Division's newsletter is at the printer. There is an article from Vice Chair Morley, and a number of disciplinary actions that have been taken.

Starting next week, the Division will be on the yearly Caravan. Members of the Board are invited to attend. This is a good opportunity for the Division to receive feedback.

Mr. Fagergren has previously discussed a system that was developed by two appraisers, Brent Anderson and Steve Kartchner. They have trained and instructed investigators on the use of their system, and have been kind enough to offer the system to the Division with no cost. The Division would like to grant these individuals continuing education for teaching and training our investigators. Mr. Fagergren is

suggesting anywhere from 4 to 7 hours of credit. A motion by the Board was to grant 7 hours of continuing education for the trainers. The motion passed unanimously.

In a previous Order, Pamela Johnson was instructed to turn in samples of her work for review. Mr. Fagergren has the reviewer's information on Ms. Johnson's work, and he submitted it to the Board for their consideration.

Mr. Fagergren submitted the following lists for the Board for their review:

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

Jared Michael Gleue, CG Candidate

Mark L. Reed, CG Candidate

Nate Stowers, CR Candidate

Jeffrey A. Worthington, LA Candidate

Meagan K. Hadfield, CR Candidate

Richard Scott, CR Candidate

Ryan Kent Sullivan, CG Candidate

A motion was made and accepted to close the meeting to the public for hearings.

**CLOSED TO PUBLIC**

INFORMAL HEARINGS

10:10 Curtis Williams – Experience Review  
Glen Stevens

Chair Smith has recused himself for this hearing. Vice Chair Morley sat in as Chair for this hearing.

A motion was made to go into Executive Session at 11:10 a.m. to 12:00 p.m.

12:00 Terrienne Tovey Lang – Disciplinary Hearing

Ms. Lang did not appear nor did she contact the Division.

A motion was made to go into Executive Session from 12:15 p.m. to 1:00 p.m.

1:00 Lester Black – Disciplinary Hearing

Witnesses: Mindy Beckstead  
Tim Tucker, by phone  
Craig Livingston

A motion was made to go into Executive Session from 3:15 p.m. to 3:30 p.m.

**OPEN TO PUBLIC**

Results of Executive Session

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

Jared Michael Gleue, CG Candidate - Approved

Mark L. Reed, CG Candidate - Approved

Nate Stowers, CR Candidate - Approved

Jeffrey A. Worthington, LA Candidate – Approved (Vice Chair Morley recused himself)

Meagan K. Hadfield, CR Candidate - Approved

Richard Scott, CR Candidate - Approved

Ryan Kent Sullivan, CG Candidate - Approved

A motion was made and accepted to adjourn the meeting at 3:32 p.m.