

Minutes of the
Idaho Real Estate Appraiser Board
May 21, 2001

The Idaho Real Estate Appraiser Board meeting was called to order at 8:15 a.m., Monday, May 21, 2001 at the Bureau of Occupational Licenses, Owyhee Plaza, 1109 Main Street, Suite 220, Boise, Idaho.

Roll Call: Doyle Pugmire, Chairman
Ruby Stroschein, Board Member
Stanley Moe, Board Member
Paul Morgan, Board Member

Bureau Staff: Thomas E. Limbaugh, Bureau Chief
Roger Hales, Administrative Attorney
John Kersey, Chief Investigator
Kirsten Wallace, Prosecuting Attorney
Budd Hetrick, Deputy Bureau Chief
Dee Ann Randall, Administrative Secretary

Gordean Briggs absent excused.

Minutes

Moved by Paul Morgan, seconded by Ruby Stroschein and carried the minutes of the March 19, 2001 board meeting be approved.

Financial Report

Mr. Limbaugh reviewed the financial report with the Board. Their current cash balance is \$16,931. July 1, 2001 money will be available for the Board to mail USPAP to all licensees. The Board anticipates mailing in December 2001, prior to then they will decide whether to mail to all licensees or those residing in Idaho.

Executive Session

Moved by Paul Morgan, seconded by Stan Moe and carried the Board go into executive session to discuss possible litigation matters, the time being 8:30 a.m.

Moved by Ruby Stroschein, seconded by Paul Morgan and carried the Board comes out of executive session at 8:40 a.m.

Case #1 – REA-A1A-01-00-023. Moved by Paul Morgan, seconded by Stan Moe and carried that the Board authorizes Kirsten Wallace, Deputy Attorney General, to negotiate a consent order whereby the Respondent is placed on probation for twelve (12) months, ordered to pay a \$500.00 fine plus \$250.00 in investigative costs and attorney fees and

ordered to take USPAP training, focusing on the difference between commercial and residential real estate.

Complaint Report

John Kersey reported that twenty-one (21) complaints have been received thus far for the year 2001. Of those, one (1) has been referred to legal staff. Ten (10) are under investigation. Ten (10) require pro-review.

Thirty (30) complaints were received for the year 2000. Of those twelve (12) remain under investigation. Three (3) are under legal review. Four (4) require pro-review.

Forty-seven (47) complaints were received in 1999. Six (6) remain under investigation; three (3) are under legal review. Thirteen (13) require pro-review.

Thirty-seven (37) complaints were reviewed in 1998. Eight (8) are under legal review. Five (5) are under pro review.

Thirty-two (32) complaints were received in 1997. Three (3) remain under legal review.

Mr. Kersey requested the Board's assistance in providing him with appraisers who may be contacted to do pro-reviews. The Board reviewed a list of current licensees and provided Mr. Kersey with names to contact for pro-reviewers.

Moved by Ruby Stroschein, seconded by Paul Morgan and carried that as of May 21, 2001, any appraiser who has been placed on probation shall on a monthly basis submit a log report on all appraisal activity to the Board. The Investigative Unit will request submission of at least one appraisal report for review during the probation period. Failure to submit a completed log may result in revocation of license.

Jody Graham submitted information from Interpraise, Online Appraisal Services, requesting the Board review and reply if this is USPAP compliant. Ruby Stroschein will contact the Appraisal Standards Board for their opinion as to whether this information is USPAP compliant. Upon receipt of their reply, this information will be forwarded to Jody Graham.

Conference Call

The Board will hold a conference call at 10:00 a.m. on June 28, 2001 with Bureau staff, Kirsten Wallace and John Kersey regarding resolving outstanding complaints from the years 1997 and 1998. Prior to the conference call, the Board requests that Ms. Wallace mail each board member information on these complaints so it can be reviewed before the call in order to expedite matters during the conference call.

Roger Hales, Administrative Attorney

Mr. Hales reviewed with the Board the revised reciprocity agreement between Idaho and Oregon. Moved by Ruby Stroschein, seconded by Paul Morgan and carried that the Board authorizes the Chair of the Board to sign the reciprocity agreement between Idaho and Oregon.

Mr. Hales distributed a draft of temporary/proposed rule changes to the Board. The Board will review this draft and any revisions will be discussed at the July 24, 2001 board meeting.

The Board requested Mr. Hales to research and inform them at their next meeting the requirements as to whether federal and state employees doing appraisals have to be licensed.

The Board asked Mr. Hales to research and inform them at their next meeting if they can charge a fee for review of educational courses for both pre-certification and continuing education. This fee would be a pass-through fee, to pay the Chair of the Education Committee for their time in reviewing course material and making a recommendation to the Board regarding the courses.

AARO Meeting

Stan Moe and Tom Limbaugh presented reports from their attendance at the AARO meeting in Atlanta, Georgia on April 28 – May 1, 2001.

Board Policies Manual

The Board will review their policies manual at the next meeting and possibly have it placed on their web site.

Renewal Applications

Mr. Hetrick distributed copies of a renewal application for the Board to review. Mr. Hetrick asked the Board if they would consider doing an audit for continuing education rather than the Bureau being the repository for all continuing education courses for all licensees. The audit process has been implemented by several other boards within the bureau and has worked very well. The affidavit on the renewal application states that the licensee has met the continuing education requirement; this is signed and dated by the licensee. Those audited are required to submit documentation of meeting the requirement.

Mr. Hetrick talked to Dennis Green, Appraiser Qualifications Board regarding this matter. Mr. Green stated this process would be acceptable, however, he asked how it would be handled if someone being audited did not meet the continuing education requirement. Mr. Hetrick informed him that this would be handled the same way it is currently being done and that is they would be allowed thirty days to meet the requirement, if they did not, their license would be suspended.

Moved by Paul Morgan, seconded by Stan Moe and carried that the Board authorize the Bureau to implement the audit process for continuing education for this renewal period.

The Board asked that information on the approved continuing education courses be compiled for listing on the web site. The Board also requested that the surrounding states be contacted for information on their approved continuing education courses.

Continuing Education

Marcie McGinty met with the Board to review continuing education courses submitted for approval.

Moved by Paul Morgan, seconded by Ruby Stroschein and carried that The Seminar Group course “Advanced Commercial Leases” is not approved for continuing education credit.

Moved by Ruby Stroschein, seconded by Paul Morgan that the course “Valuation and Analysis” for 30 hours presented by the Real Estate Commission be approved for licensure but not for continuing education if the instructors are certified or licensed appraisers.

McKissock Data Systems course “Income Capitalization” for 7 hours of continuing education credit. Course is approved for 7 hours of continuing education credit.

Acheson Company course “Advanced Issues in Appraising” continuing education course is not approved for continuing education credit.

Moved by Paul Morgan, seconded by Ruby Stroschein and carried that The Still Group course “The Does It Pencil Workshop” be approved for 12 hours of continuing education credit.

The Chicopee Group submitted the course “Introduction to Income Capitalization, Techniques I & II” for review. No syllabus was submitted. The Board directed Ms. McGinty to notify them to submit the course syllabus, when received it will be reviewed at the next board meeting.

Moved by Ruby Stroschein, seconded by Paul Morgan and carried that the following Chicopee Group courses be approved:

Introduction to Income Capitalization Techniques II “Analyzing Property Income” be approved for 8 hours without examination, 9 hours with examination for continuing education credit.

Introduction to Income Capitalization Technique I “Understanding Income Capitalization Without the Financial Calculator” be approved for 8 hours without examination, 9 hours with examination for continuing education credit.

Professional & Technical Compliance with USPAP IV “USPAP and the Review Appraiser” be approved for 7 hours without examination, 8 hours with examination for continuing education credit.

Professional & Technical Compliance with USPAP VIII “Fair Housing and Civil Rights Issues for Appraisers” be approved for 3 hours of continuing education credit.

Profession & Technical Compliance with USPAP III “Standard 6 and the Residential Appraiser” be approved for 8 hours without examination, 9 hours with examination for continuing education credit.

Highest & Best Use Analysis I “An Older Neighborhood Perspective” is approved for both pre-certification and continuing education, 16 hours without examination (continuing education) 17 hours with examination (pre-certification).

Moved by Ruby Stroschein, seconded by Paul Morgan and carried that the following courses are denied for continuing education credit as they are not real estate appraising related:

“Access 97 Part I, II and III”, 4 hours and “Excel 97 – Advanced Functions” for 8 hours from North Idaho College;

Fred Pryor Seminars “How to Become a Great Communicator” for 6 hours.

“Pro Valuation User Group Conference” presented by Manatron.

State Tax Commission Summer Courses: The Board requested that Marcie McGinty send a letter to the State Tax Commission advising them that as of this board meeting, the Board has not received information regarding their summer courses and information must be received in the bureau office at least ninety (90) days prior to the course dates for review and approval of the entire board. Copies may be sent to Gordean Briggs, however, approval must be made by the entire board.

Applications Reviewed

The Board approved four (4) applications for examination and deferred one (1) application.

The Board authorized the issuance of the following certificates/licenses to these individuals having met the educational and experience requirements and passing an examination required by the Board.

Licensed Residential

Dean Nehrig	LRA-401
Jeff McAughey	LRA-402
Glenn Dick	LRA-403
Patrick Sperry	LRA-404

Meeting adjourned at 4:00 p.m.

Approved 7/24/01

