

UTAH APPRAISER LICENSING AND CERTIFICATION BOARD

Heber M. Wells Building

Room 210

9:00 a.m.

January 22, 2014

Telephone Meeting

MINUTES

DIVISION STAFF PRESENT:

Jonathan Stewart, Division Director
Mark Fagergren, Education and Licensing Manager
Jeffery Nielsen, Chief Investigator
Justin Barney, Hearing Officer
Renda Christensen, Board Secretary
Theron Case, Investigator
Jim Bolton, Investigator
Carla Westbroek, Appraisal Licensing

BOARD MEMBERS PRESENT:

Daniel Brammer, Chair
Paul W. Throndsen, Vice Chair
James Bringham, Board Member
Kristin Coleman, Board Member
James Bringham, Board Member

GUESTS:

Terry Coon	Joel Frost
Matt Frenthway	Jake Parkinson
Vern Meyer	Jeff Jorgensen

The January 22, 2014 meeting of the Appraiser Licensing and Certification Board began at 9:00 a.m. with Chair Brammer conducting.

PLANNING AND ADMINISTRATIVE MATTERS

Approval of Minutes - A motion was made to approve the minutes from the December 20, 2013 meeting. Vote: Chair Brammer, yes; Vice Chair Throndsen, yes; Board Member Bringham, yes; Board Member Coleman, yes; Board Member Ulibarri, yes. The motion passes.

DIVISION REPORT

DIRECTOR'S REPORT – Jonathan Stewart

Director Stewart reported the Division received the first draft of our bill last night and it will be reviewed today. The legislative session begins on Monday and the Division

would like to get the bill numbered as quickly as possible. Director Stewart will keep the Board updated as to the number and status of the bill.

INVESTIGATIONS REPORT – Jeffery Nielsen

Mr. Nielsen reported in December the Division received 4 complaints; opened no cases; referred no new cases to the Attorney General’s office; closed 2 cases; leaving the total number of cases at 45.

There are no stipulations for review this month.

EDUCATION AND LICENSING REPORT – Mark Fagergren

Mr. Fagergren reported there are now three different course providers for the Supervisor/Trainee course.

The manual for the Supervisor/Trainee course speaks to the fact that mass appraisers will be receiving additional training. Mr. Fagergren met with Ron Smith and Lisa Manning last week. Ms. Manning created an Experience Log spreadsheet to track the mass appraiser tasks that have been completed. This spreadsheet will greatly help Ms. Westbroek when she receives a mass appraiser application for review. This Experience Log spreadsheet lists all the tasks done and if the requirements have been met. The supervisor will sign and date on any page where the trainee has entered their work. The Appraisal Subcommittee recommends that a supervisor should have frequent and regular supervision, and to sign off on the work when it has been done.

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

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

- Jodi Jones, LA candidate
- Bradley Jeff Neese, LA candidate
- Nicholas Lyman, CR candidate

Discipline List:

- Catherine A. Agnew, CG Appraiser, reciprocity
- Neil Blake, CR Appraiser, renewal
- Val C. Jensen, CR Appraiser, renewal
- Brian Uffelman, AMC Control Person

There are no stipulations for review this month.

COMMISSION AND INDUSTRY ISSUES

Rule Updates – Justin Barney

Mr. Barney said one of the statutory amendments that have been proposed before the legislature is to remove the educational requirements. The Board felt it would be better to have the educational requirements in Administrative Rule instead of statute. The

proposal is to remove the educational requirements out of statute and then make a rule amendment to adopt educational requirements into the Administrative Rules.

One of those amendments has to do with the educational requirements for the Certified Residential and Certified General appraisers. Any changes or updates to those educational requirements will be done in a second amendment that the Division will take on at a later time.

The second amendment that is proposed will be to add the requirement for the Supervisory/Trainee course. This will adopt the requirement to take the course under the proposed rule amendment beginning January 1, 2015, unless the trainee and the supervisor has taken the course for the experience hours to count.

A motion was made to approve the rule amendments as proposed. Vote: Chair Brammer, yes; Vice Chair Thronsdon, yes; Board Member Bringhurst, yes; Board Member Coleman, yes; Board Member Ulibarri, yes. The motion passes.

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 Thronsdon, yes; Board Member Bringhurst, yes; Board Member Coleman, yes; Board Member Ulibarri, yes. Executive Session was held from 9:44 a.m. to 9:51 a.m.

OPEN TO PUBLIC

RESULTS OF DELIBERATIONS

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

Jodi Jones, LA candidate - Approved
Bradley Jeff Neese, LA candidate - Approved
Nicholas Lyman, CR candidate - Approved

Discipline List:

Catherine A. Agnew, CG Appraiser, reciprocity - Approved
Neil Blake, CR Appraiser, renewal - Approved
Val C. Jensen, CR Appraiser, renewal - Denied
Brian Uffelman, AMC Control Person - Approved

A motion was made to adjourn the meeting. Vote: Chair Brammer, yes; Vice Chair Thronsdon, yes; Board Member Bringhurst, yes; Board Member Coleman, yes; Board Member Ulibarri, yes. The meeting adjourned at 9:58 a.m.