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STATE OF DELAWARE
COUNCIL ON REAL ESTATE APPRAISERS

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PUBLIC MEETING MINUTES:	COUNCIL ON REAL ESTATE APPRAISERS
MEETING DATE AND TIME:	Tuesday, February 19, 2019 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	April 16, 2019

MEMBERS PRESENT

Douglas Nickel, Professional Member, Chair
Earl Timmons, Professional Member, Vice-Chair
Christopher Schneider, Professional Member
Patricia Ennis, Public Member
Denise Stokes, Public Member
Kimberly Holliday-Hopkins, Public Member
Scott Brown, Professional Member (arrived at 9:37 a.m.)

MEMBERS ABSENT

Georgianna Trietley, Professional Member
Kevin Gillis, Banking Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Eileen Kelly, Deputy Attorney General
Jennifer Witte, Administrative Specialist II

OTHERS PRESENT

Vicki Metcalf
Claire Brooks
Denise Graves
Bob Guerrero
Kathy Livesey
Beverly Wilson
Sheila Ross

CALL TO ORDER

Mr. Nickel called the meeting to order at 9:34 a.m.

REVIEW OF MINUTES

A motion was made by Mr. Nickel, seconded by Ms. Stokes, to approve the minutes from the February 19, 2019 meeting as presented. The motion was unanimously carried.

UNFINISHED BUSINESS

Review and Consider Final Orders

After review, the Council signed the Final Orders resulting from Hearing Officer Recommendations for Jason Radtke, #X2-0000692, Carrie Brown, #X2-0000509, Kenneth Brown, #X4-0000568 and Loyd Piercy, #X1-0000547.

NEW BUSINESS

Review of Continuing Education Activities

After review, a motion was made by Mr. Timmons, seconded by Ms. Stokes, to approve the continuing education activities as follows:

American Society of Appraisers Philadelphia Chapter

Multi-Family Income Property Valuation, 3 hours CE (classroom)

Valuation of Mixed-Use Properties, 3 hours CE (classroom)

CoreLogic Valuation Solutions, Inc./The Columbia Institute

2019 Appraisal Summit, Day 1, 7 hours CE (classroom)

2019 Appraisal Summit, Day 2, 7 hours CE (classroom)

Appraisal Institute

Business Practice and Ethics Course, 6 hours CE (classroom)

General Site Valuation and Cost Approach, 27 hours CE (classroom)

General Site Valuation and Cost Approach, 30 hours QE (classroom)

ASFMRA

Appraising Natural Resources, 8 hours CE (classroom)

Villanova University – DiLella Center for Real Estate

2019 CRE Symposium, 7 hours CE (classroom)

Beach Appraisal Seminars

Economics as the Foundation of Appraising, 4 hours CE (classroom)

Delaware Law, Rules and Regulations, 3 hours CE (classroom)

McKissock, L.L.C.

Live Webinar: Focus on FHA Minimum Property Requirements, 4 hours CE (online)

Philadelphia Metro. Chapter of the Appraisal institute

5th Annual Real Estate Trends, 7 hours CE (classroom)

Delaware Association of Appraisers

The Appraisal of Land, 7 hours CE (classroom)

The motion was unanimously carried.

Ratify Certified General Real Property Appraiser Applications

A motion was made by Mr. Nickel, seconded by Ms. Ennis, to approve the ratified certified general real property appraiser application of Todd Jones. The motion was unanimously carried.

Ratify Licensed Real Property Appraiser Applications

A motion was made by Ms. Ennis, seconded by Mr. Timmons, to approve the ratified licensed real property appraiser application of Lisa Tirpak. The motion was unanimously carried.

Ratify Temporary Practice Permits

A motion was made by Mr. Nickel, seconded by Mr. Schneider, to approve the ratified temporary practice permits of Brad Beggs, Jonathan Richmond, Jake Kociencki, Mark Wigler, Kelly Gorman, Mary Ann Barnett and Matthew Ansay. The motion was unanimously carried.

Ratify Appraisal Management Company Registration Applications

A motion was made by Mr. Timmons, seconded by Ms. Stokes, to approve the ratified appraisal management company registration applications of Strategic Information Resources, Inc. The motion was unanimously carried.

Appraisal Subcommittee Q & A

Vicki Metclaf and Claire Brooks, Appraisal Subcommittee (ASC) Policy Managers, and Denise Graves, Deputy Executive Director for the Appraisal Subcommittee are at the Division this week conducting the compliance review within the Division of Professional Regulation.

Ms. Metcalf stated that biennially the ASC visits each State appraiser regulatory agency to perform a compliance review and she gave a brief overview of the process and provided the Council members with the Appraisal Subcommittee 2017 Annual Report and a copy of The Real Property Appraiser Qualification Criteria booklet. She added that in the next few weeks the Division will receive a report in which there will be 60 days given to respond.

Ms. Metcalf stated that this visit is unique in that this is the first time in addition to a review of the Appraiser Program, they will also be reviewing the Appraisal Management Company Program. She added that the ASC has been studying a lot about Delaware and the processes for applications, continuing education, complaints and post-renewal audits and thanked Ms. Witte for providing all of the requested documentation. They will be reviewing selected files and records for the period under review (January 2017 through the present).

The Council had a brief discussion with the ASC regarding the 5 year strategic plan and what the future will look like with all of the changes being seen with residential appraisals.

CORRESPONDENCE

An email was presented to the Division regarding a continuing education provider in Maryland advising students of their course having automatic approval by the Delaware Council which is incorrect information. Per Council Rule 2.12 courses must be approved by the Council to qualify as acceptable continuing education for Delaware.

OTHER BUSINESS BEFORE THE COUNCIL

Ms. Kelly advised that the Council's House Bill #71 was introduced on 3/7/2019 which will require AMC's to enroll in the Federal Registry.

Mr. Nickel stated that the Council will table their discussion of the current continuing education requirement until the April 16, 2019 meeting.

PUBLIC COMMENT

Mr. Guerrero approached the Council regarding the process for seeking approval of a continuing education course outside the 60 day preapproval window stated in the rules and regulations. He also inquired if there was a disciplinary matrix for assessors like that of appraisers. Ms. Kelly advised him that they were the same.

NEXT MEETING

The next meeting will be April 16, 2019 at 9:30 a.m. in Conference Room A.

ADJOURNMENT

There being no further business, a motion was made by Mr. Timmons, seconded by Mr. Nickel, to adjourn the meeting at 10:38 a.m. The motion unanimously carried.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II