



DISTRICT OF COLUMBIA
Department of Consumer of Regulatory Affairs
Occupational and Professional Licensing Administration



District of Columbia Board of Real Estate Appraisers
April 20, 2017
Minutes

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Thursday, April 20, 2017, at 10:00 am at 1100 4th Street, S.W., Room 380, Washington, D.C. 20024.

The meeting was called to order by Tamora Papas, Chair, at 10:05 am, and attendance was taken.

Attendance

Board Members Present: Andrew Sullivan, Todd Canterbury, Tamora Papas

Board Members Absent: Marguerite Allen; Margot Wilson

Staff: Leon Lewis, Executive Director; Stephanie Johnston, Program Support Specialist; Kathy Thomas, Education Liaison; Kevin Cyrus, Education Coordinator.

Legal Counsel: Kia Winston

Public: Jenny Tidwell, Policy Manager and Claire Brooks, Policy Manager
Appraisal Sub Committee

Agenda Item: Executive Session

The Board did not go into executive session (closed to the public) to discuss complaints/legal matters, applications and legal counsel report.

Agenda Item: Comments from the Public

None

Agenda Item: Draft Minutes, March 15, 2017

Upon motion duly made by Mr. Canterbury and properly seconded by Mr. Sullivan, the Board voted unanimously to approve the draft minutes dated March 15, 2017.

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Agenda Item: Application for Licensure Recommendations

None

Agenda Item: Review of Complaints:

None

Agenda Item: Education Report

Upon motion duly made by Mr. Canterbury and properly seconded by Mr. Sullivan, the Board unanimously voted to approve the education report, attached hereto and made part of the April 20, 2017, minutes.

Agenda Item: Budget

None

Agenda Item: Legal Counsel Report

None

Agenda Item: Review of Calendar

Historic Preservation courses will be held at Gallaudet Campus on May 19, 2017. CLEAR conference will be on June 5th at the Sumner School Building.

AARO Upcoming Conferences		
Fall	October 13-16, 2017	Westin Hotel, Washington DC
Spring	May 4-6, 2018	Seattle, Washington
Fall	October 19-22, 2018	Washington, DC
Spring	May 3-5, 2019	Denver, Colorado

Agenda Item: Correspondence

None

Agenda Item: Old Business

Newsletter was distributed via email.

Agenda Item: New Business

AARO meeting discussion – Tamora is Chairperson for the Communications committee and Patrice was the recorder for the Administrators committee breakout sessions. A Newsletter will be distributed with the synopsis of each break out session.

Appraisal Sub Committee Audit Preliminary findings:

- **Area Number 1 (Policy Statements, Regulations)** – Within compliance Suggestion: clean up typo and language acronym reads AQP should read AQB. 2320.1 remove the appraisal institute name in the language as it is not a member of the appraisal foundation.
- **Area Number 2 (Temporary Practice)** – Within compliance
- **Area Number 3 (National Registry)** – Within compliance reporting of disciplinary actions – area of concern removed.
- **Area Number 4 (Application Processing)** – Within compliance most are reciprocal. Trainee check list was not updated to include the Supervisor trainee course. Renewals look good with 28 plus USPAP course documented.
- **Area Number 5 (Reciprocal)** - Within compliance.
- **Area Number 6 (Education)** – Within compliance.
- **Area Number 7 (Enforcement)** - Within compliance. Completed cases to final disposition within a year. Received 9 complaints, closed 23 cases during this review cycle.

Overall great job!

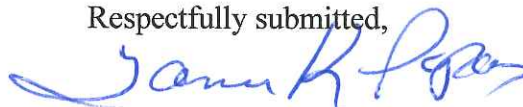
Agenda Item: Next Meeting

Next Scheduled Regular Meeting, May 17, 2017,
1100 4th Street, SW, Room 300, Washington, DC 20024

Agenda Item: Adjournment

Upon motion duly made by Mr. Canterbury and properly seconded by Mr. Sullivan, the Board unanimously voted to adjourn. Meeting adjourned at 11:36 am.

Respectfully submitted,



Tamora K. Papas, Chair

Date: May 17, 2017

Recorder: Stephanie Johnston
Transcriber: Patrice Richardson