



## Occupational and Professional Licensing Administration

### District of Columbia Board of Real Estate Appraisers

December 15, 2021

#### Meeting Minutes

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, November 17, 2021, at 10:00 am via WebEx conference call.

The meeting was called to order by Tamora Papas, Chair, at 10:11 am, and attendance was taken.

#### **Attendance**

Board Members Present: Tamora Papas, Andrew Sullivan, Martin Skolnik, Margot Wilson

Board Members Absent: Kiara Pesante Haughton

Staff: Stacey Williams, Board Administrator; Leon Lewis, Program Coordinator; Kevin Cyrus, Education Coordinator; Kathy Thomas, Education Coordinator; Jacqueline Arce, Program Support Specialist; Brittney Cheshier, Program Support Specialist; Monique Kerr, Department of Insurance Security and Banking

Legal Counsel: Marc Nielson, Attorney, Office of the General Counsel

Public Members: Roxann Novel, Delia Millet, Bobby Awosika and other public consumers that cannot be identified through WebEx

#### **Agenda Item: Executive Session**

At approximately 10:49 am, the following motion was made:

Upon motion duly made by Ms. Wilson and properly seconded by Mr. Sullivan, the board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Complaints and technical applications.

The public session of the meeting was resumed at 11:11 am.

#### **Agenda Item: Comments from the Public**

Bobby Awosika attended to get the number status of the continuing education credits he completed. Instructed to contact Kevin Cyrus.

Roxann Novel attended to get an update on the Appraiser renewal applications.

Delia Millet attended meeting to observe.

**Agenda Item: Draft Minutes, November 17, 2021**

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Wilson, the Board voted unanimously to approve the draft minutes dated November 17, 2021.

**Agenda Item: Application for Licensure Recommendations**

*Appraiser: (3) Certified General; (1) Temporary Certified General Appraiser License; (1) Certified Residential*

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Wilson, the Board voted to approve the December 15, 2021, list of appraiser applications for licensure, attached hereto and made a part of the December 15, 2021, minutes.

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Wilson, the Board voted unanimously to approve Andrew Matthews' application to take the examination to upgrade to a Certified Residential Appraiser license.

**Agenda Item: Review of Complaints**

None

**Agenda Item: Education**

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Wilson, the Board voted unanimously to approve the Education Committee Report, attached hereto and made a part of the December 15, 2021, minutes.

**Agenda Item: Correspondence**

None.

**Agenda Item: Old Business**

None.

**Agenda Item: New Business**

Board members reviewed the tentative schedule for 2022 meeting dates. Upon motion duly made by Ms. Wilson and properly seconded by Mr. Sullivan, the Board voted unanimously to change the December 21, 2022, meeting to December 14, 2022.

The appraiser renewal application is expected to be available by January 2022.

The Department of Insurance Security and Banking (DISB) will be conducting an Appraisal Management Company (AMC) forum and will be working with the OPLA board and staff in preparation for presentation. The USPAP 2022-2023 course that was held on December 10, 2021, was a successful seminar with 29 attendees. Kathy Thomas and Kevin Cyrus will be sending the Certificate of Completion to all verified participating attendees soon.

Upon motion duly made by Mr. Skolnik and properly seconded by Ms. Wilson, the Board voted unanimously to approve Tamora Papas, Andrew Sullivan, Marty Skolnik, Leon Lewis, and the respective staff to attend the Spring 2022 AARO Conference on May 13-15, 2022.

**Agenda Item: Next Meeting**

The next scheduled regular meeting will be held on January 19, 2022, via Webex Conference Call.

**Agenda Item: Adjournment**

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Wilson, the Board unanimously voted to adjourn. Meeting adjourned at 11:34 am.

Respectfully submitted,

*Tamora K Papas*

Tamora K. Papas, Chair  
Date: December 15, 2021

Recorder/transcriber: Stacey Williams