



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

December 12, 2018

Minutes

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, December 12, 2018, at 10:00 am at 1100 4th Street, S.W., Room 300, Washington, D.C. 20024.

The meeting was called to order by Tamora Papas, Chair, at 10:25 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas; Marguerite Allen, Todd Canterbury; Andrew Sullivan; Margot Wilson

Staff: Stacey Williams, Board Administrator; Leon Lewis, Executive Director; Kevin Cyrus, Education Coordinator; Kathy Thomas, Education Coordinator; Asia Dumas, Investigator

Legal Counsel: Kia Winston, Assistant Attorney General

Agenda Item: Executive Session

At approximately 10:26 am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Commission 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 10:43 am and attendance was taken.

Agenda Item: Comments from the Public

None

Agenda Item: Draft Minutes, November 14, 2018

Upon motion duly made by Ms. Wilson and properly seconded by Mr. Sullivan, the Board voted unanimously to approve the draft minutes dated November 14, 2018.

Agenda Item: Application for Licensure Recommendations

Appraiser: (1) Temp Certified General, (2) Certified General, (1) Licensed Residential, (2) Trainee

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve the attached December 12, 2018, list of appraiser applications for licensure, attached hereto and made a part of the December 12, 2018, minutes.

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve Daniel Carlson's reciprocity application for a Certified General license.

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve James Golden's new application for an Appraiser Trainee license.

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve Robert Zapp's reinstatement application for a Certified General license.

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 Committee Report, attached hereto and made a part of the December 12, 2018, minutes.

Agenda Item: Budget

None

Agenda Item: Legal Counsel Report

None

Agenda Item: Review of Calendar

None

Agenda Item: Correspondence

The board members reviewed the most recent updates regarding a proposed increase in the appraisal threshold from \$250,000 to \$400,000, which an appraisal is not required contained in an e-mail from the Appraisal Foundation.

Agenda Item: Old Business

The board agreed to have Tamora Papas, Andrew Sullivan, Stacey Williams and Leon Lewis attend the 2019 AARO Spring Conference and the Regulator Training Course, which will be held on May 2-5, 2019. The expenditures are authorized from the Appraisal Education Fund.

Agenda Item: New Business

The board members discussed the updates regarding two education courses to be offered January/February 2019. February 21, 2019 is reserved as a tentative date in conference room E300 pending the availability of both speakers. The material fee will be deducted from the Appraisal Education fund.

Agenda Item: Next Meeting

Next Scheduled Regular Meeting, January 16, 2019
1100 4th Street, SW, Room 300B, Washington, DC 20024

Agenda Item: Adjournment

Upon motion duly made by Ms. Wilson and properly seconded by Mr. Sullivan, the Board unanimously voted to adjourn. Meeting adjourned at 11:14 am.

Respectfully submitted,



Tamora K. Papas, Chair
Date: January 16, 2019

Recorder/transcriber: Stacey Williams



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Board of Real Estate Appraisers

MEMORANDUM

TO : Tamora Papas, Board Chairman
: Members of the DC Board of Real Estate Appraisers

FROM : Education Committee
: Kevin Cyrus, Education Coordinator

DATE : December 12, 2018

SUBJECT : Education Committee Report before the Board

CE/PL APPLICATIONS: The following provider course applications were recommended for APPROVAL by the Education Specialist since the November 21, 2018 meeting:

1. Appraisal Institute

Advanced Market Analysis and Highest & Best Use	Classroom	Continuing Education
7 Hour USPAP Update Course	Classroom	Continuing Education
Online Thinking Outside the Form	Online	Continuing Education
Online Analyzing Operating Expenses	Online	Continuing Education
Online Discounted Cash Flow Model: Concepts, Issues & Apps	Online	Continuing Education
Online Appraising Convenience Stores	Online	Continuing Education
Online General Appraiser Site Valuation & Cost Approaches	Online	Continuing Education
Online FHA Appraising: Principles & Procedures	Online	Continuing Education
Online Introduction to Green Buildings: Principles and Concepts	Online	Continuing Education
Online Case Studies in Appraising Green Residential Buildings	Online	Continuing Education

2. McKissock, LP

General Report Writing and Case Studies	Online	Continuing Education
Residential Construction and the Appraiser	Online	Continuing Education

CE/PL APPLICATIONS: No provider course applications were recommended for DEFERRAL by the Education Specialist since the November 21, 2018 meeting.

CC: C. Briggs, Interim Program Manager
L. Lewis, Executive Director
S. Williams, Board Administrator