



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

March 18, 2020

Meeting Minutes

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, March 18, 2020, at 10:00 am at 1100 4th Street, S.W., Room E300, Washington, D.C. 20024.

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

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan,

Board Members via Phone: Todd Canterbury, Kiara Pesante Haughton

Board Members Absent: Margot Wilson

Staff: Stacey Williams, Board Administrator; Leon Lewis, Executive Director

Legal Counsel: Kia Winston, Assistant Attorney General

Agenda Item: Executive Session

At approximately 10:12 am, the following motion was made:

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, 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 11:31 am.

Agenda Item: Comments from the Public

Michael Heup and Michael Colliton attended the meeting to observe and to speak to the Board regarding a legal matter during the executive session.

Agenda Item: Draft Minutes, February 19, 2020

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Haughton, the Board voted unanimously to approve the draft minutes dated February 19, 2020.

Agenda Item: Application for Licensure Recommendations

Appraiser: (6) Certified General; (3) Certified Residential; (1) Appraiser Trainee

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted to approve the March 18, 2020, list of appraiser applications for licensure, attached hereto and made a part of the March 18, 2020 minutes except Michelle Sykes in which Mr. Canterbury abstained his vote.

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Haughton, the board voted, to approve Michelle Sykes application for an Appraiser Trainee license.

Agenda Item: Review of Complaints

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Haughton, the Board voted unanimously to forward complaint filed against licensed Certified Residential Appraiser, Frank Sanders Jr., to the contract review appraiser for further investigation.

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to modify initial Consent Order issued to Michael Heup with the following revisions:

1. Reduce fine to \$1,500 to be paid within 30 days of execution of the Consent Order; and
2. Add an additional ethics course to be completed within 90 days of execution of the Consent Order.

Agenda Item: Education Report

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Haughton, the Board voted unanimously to approve the Education Committee Report, attached hereto and made a part of the March 18, 2020, minutes with the exception of any technical reviews.

Agenda Item: Budget

None.

Agenda Item: Correspondence

None.

Agenda Item: Old Business

None.

Agenda Item: New Business

The AARO Spring Conference in San Antonio, Texas, originally scheduled April 2-5, 2020, was canceled due to pandemic and all travel being suspended.

The Appraisal Institute 2020 Annual Conference, scheduled for August 3-5, 2020, is tentative until further notice.

Board Chairwoman, Tamora Papas; Executive Director, Leon Lewis; and Board Administrator, Stacey Williams attended the FY 19 Performance Oversight Hearing on March 4, 2020. Chairperson Papas and staff were asked to provide a breakdown of new licenses that were issued in FY 19 and the board's feedback received from the ASC audit.

Mr. Lewis reported that in response to Councilmember Bonds' office inquiry regarding if the Board was adhering to the Mayor's declaration and any adjustments regarding the coronavirus. Mr. Lewis reported that the Board of Real Estate Appraisers are adhering to Mayor Bowser's modified operations declaration and that all of its services/processes are web-based and that the Board will have available alternative meetings, i.e., call-ins available to the public. .

Agenda Item: Next Meeting

Next Scheduled Regular Meeting, April 15, 2020
1100 4th Street, SW, Room 300, Washington, DC 20024

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Ms. Haughton, the Board unanimously voted to adjourn. Meeting adjourned at 11:58 am.

Respectfully submitted,



Tamora K. Papas, Chair

Date: April 15, 2020

Recorder/transcriber: Stacey Williams