

IOWA REAL ESTATE APPRAISER EXAMINING BOARD
Professional Licensing Bureau
March 4, 2014
200 E Grand, Suite 350 – Des Moines, Iowa 50309

PRESENT Greg Harms, Gene Nelsen, Lee Schoenewe, Fred Greder, Joan Scotter, Caryl Swaim and Amanda Luscombe.

STAFF PRESENT: Pam Griebel, Assistant Attorney General; Toni Bright, Executive Officer; Jennifer Morrison, Staff; Lori SchraderBachar, Site Manager.

1. Call to Order

The meeting was called to order at 10:31 a.m. by Chair, Gene Nelsen.

2. Approval of Minutes

Motion made by Scotter, second by Luscombe, to approve as written the open and closed session minutes of January 23, 2014. Motion carried unanimously.

3. Work Product Review Report

Motion made by Nelsen, second by Harms, to approve for certification the work product review submitted by associate residential appraiser, Jess Tracy and associate residential appraiser, Jenny Hobbs. Motion carried unanimously.

4. Complaints on unlicensed persons as public record.

Discussion regarding the bureau rules that would allow a complaint filed against an unlicensed individual to receive the entire complaint. Motion made by Harms, second by Schoenewe, to approve complaints against unlicensed persons to be considered public records under Iowa Code 22.718. Motion carried unanimously.

5. Proposed Revisions to the 2015 AQB Criteria

Discussion of the proposed AQB revision to delay the requirement of background checks until 2017. Board agreed that the Executive Officer should comment at the April 11, 2014 meeting stating we are ready for the 2015 implementation and wish to move forward, not delaying the requirement until 2017.

6. Administrative Rules 193F Chapter 1

Discussion on proposed rule changes to Chapter 1. The majority of the changes are short term rules to be more descriptive covering the deadlines as they relate to the 2015 criteria changes.

7. Vote to Notice Administrative Rules 193F Chapter 1

Motion made by Greder, second by Scotter, to file a notice of intended action to amend rules in 193F Chapter 1. Motion carried unanimously.

8. Motion made by Nelsen, second by Harms, to go into closed session pursuant to Iowa Code 21.5(1)(a), 21.5(1)(d) and 272C.6(4) to review pending licensee discipline cases and investigations, including any cases ready for final resolution through closure or consent order. Roll call vote as follows: Swaim, aye; Scotter, aye; Schoenewe, aye;

Harms, aye; Nelsen, aye; Luscombe, aye; and Greder, aye. Motion carried unanimously.

The Board convened in closed session at 11:24 a.m. and returned to open session at 11:42 a.m. by motion made by Harms, second by Luscombe. Motion to open carried unanimously.

9. Open Session

Motion made by Harms, second by Luscombe, to close cases 13-19, 13-33, 14-04, and 14-05, and to accept signed consent order 14-02 and authorize board chair to sign. Motion carried unanimously.

10. Hearing Procedures

Griebel updated the board in Case 13-12. The board's decision will be argued in District court on April 1, 2014.

Griebel briefly went over general hearing procedures.

11. Assistant Attorney General Report

Griebel provided an update on 2014 legislative session with regard to the Senate and House files that are progressing through the funnel.

12. Staff Reports

Morrison reported that 663 individuals are to renew by June 30, 2014. Of those, 84 are Associates registered under the supervision of a certified appraiser and 79 are certified appraisers.

Bright reported to the board that there are several timely topics that will be discussed at the AARO meeting in April; Jim Park with the Appraisal Subcommittee has contacted Bright to possibly be on the ASC Advisory Council—a 17 member council with a two year term. Bright also reported that Iowa has approximately 150 associate appraisers and 1,057 certified active appraisers in Iowa with about 25 associates that went through peer review in 2013; the Iowa Appraiser board is the only board within the Professional Licensing Bureau that does not have any change to the board members this term; the bureau is looking into the possibility of a new licensing database.

14. Schedule board meetings for 2014

Work Product Review March 20, 2014 at 9:00 a.m.

Board meeting by teleconference March 25, 2014 at 9:00 a.m.

Discipline Committee April 28, 2014 at 3:00 p.m.

Board meeting April 29, 2014 at 10:00 a.m.

With all agenda items covered, the meeting adjourned at 12:57 p.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on March 25, 2014.


Chair 