

# NORTH DAKOTA REAL ESTATE APPRAISER QUALIFICATIONS AND ETHICS BOARD

## Minutes – June 24, 2020 Board Meeting - Zoom/Teleconference Call

Chairperson Timian called the meeting to order. Roll call was taken.

<u>Board Members present:</u>	Chairperson Tim Timian Corey Kost Joe Sheehan	Brock DesLauriers Kathy Maier
<u>Staff Present:</u>	Jodie Campbell Allyson Hicks, Legal Counsel	David Campbell

**Minutes:** Board members reviewed the minutes of March 30, April 15<sup>th</sup>, April 29<sup>th</sup>, and May 15, 2020. Corey Kost moved for approval of the minutes with corrections noted. Brock DesLauriers seconded the motion. Chairman Timian called for the vote. Kathy Maier, Brock DesLauriers, Corey Kost, Joe Sheehan, and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

**Investigations: Case 218-186 & 187:** At the meeting of April 29, 2020 the Board moved to offer settlement agreements to Jerry and Kelly Weber. The Weber's were informed that if they were not interested in signing the proposed agreements, the Board would initiate the process for a formal administrative hearing. To date, the Weber's have not signed the agreements. Board Legal Counsel, Allyson Hicks provided a brief overview of the administrative hearing process. Brock DesLauriers made a motion to move Cases 218-186 and Cases 218-187 to a formal administrative hearing. Joe Sheehan seconded the motion. Chairman Timian called for the vote. Brock DesLauriers, Kathy Maier, Joe Sheehan, and Chairman Timian voted yes. Corey Kost abstained from discussion and voting. Motion carried.

### **Applicants Issued Permits/Require Board Confirmation:**

**Certified General:** Peter Helland made application for certified general via reciprocity with Illinois. Mr. Helland met the requirements for certification and was issued a certified general permit. His permit requires Board confirmation.

**Certified Residential:** Wayne Henderson made application for licensure via reciprocity with South Dakota. Mr. Henderson met the requirements for licensure and was issued a licensed permit. His permit requires Board confirmation.

**Apprentice:** Emily Hoffman made application for apprentice. Ms. Hoffman met the requirements for the apprentice level. Jay Stillwell, her supervisor, met the requirements as a supervisory appraiser. Ms. Hoffman was issued an apprentice permit. Her permit requires Board confirmation:

Corey Kost moved to confirm the applicants for their respective levels. Brock DesLauriers seconded the motion. Chairman Timian called for the vote. Kathy Maier, Corey Kost, Joe Sheehan, Brock DesLauriers, and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

**Supervisory Appraiser Educational Work Product Review Program:** The Board re-visited the review policy. Under the current policy, the Board will pay half the cost of the review, up to \$500. Board discussion took place. No changes were made. The upcoming ASC Grant program may be an option to provide financial assistance with the cost of the reviews.

**Other Business:** Kathy Maier's term on the Board expires June 30<sup>th</sup>. Board members and Staff thanked Kathy for her many years of service on the Board and dedication to the profession. Kathy thanked the Board for the opportunity to serve and commended the Board for its commitment to protect the public. Kathy recognized each Board member and Staff with a special thank you.

Chairman Timian called for adjournment.

Respectfully submitted,

Jodie R. Campbell, Executive Secretary