

KENTUCKY REAL ESTATE APPRAISERS BOARD

Meeting Minutes, March 24, 2023

TYPE OF MEETING

Regular Meeting with Closed Session

DATE AND LOCATION

DATE– 500 Mero Street, Frankfort, KY and via Zoom video teleconference

PRESIDING OFFICER

William Jeffrey Fultz, Chair

ROLL CALL

Present:

William Jeffrey Fultz, Chair
John Brewer, Vice Chair
Justin Noble, Board Member
John Dexter Outlaw, Board Member
Matthew Walters, Board Member

Present Also:

Natalie Brawner, Executive Director, Kentucky
Real Estate Authority (“KREA”)
Hannah Carlin, Deputy Director, KREA
August Pozgay, General Counsel, KREA
© Rogers, Staff Attorney III, KREA
Megan LaShelle, Administrative Coordinator, KREAB
Tom Veit, Executive Assistant, KREAB

The Kentucky Real Estate Appraisers Board (the “Board”) meeting was called to order by Chairperson William Jeffrey Fultz at 9:01 a.m. Eastern and a quorum was established. Member Justin Noble was delayed and arrived at 9:05 a.m.

MINUTES

John Brewer moved to approve the February 24, 2023 minutes as presented; the motion was seconded by John Dexter Outlaw; and the motion passed 4-0.

EXECUTIVE DIRECTOR COMMENTS

KREA Executive Director, Natalie Brawner, welcomed everyone and informed the Board of general housekeeping updates. She advised board members that all electronic correspondence will be sent to their state government emails. Timesheets, travel vouchers, or any other document that requires their signature will be emailed for approval each time they are prepared. She asked that they check their emails periodically and respond back to the board administrator accordingly.

Director Brawner reported that approval for the board's request for the repurpose of grant funds for IT upgrades and attendance at the Spring Association of Appraiser Regulatory Officials (ARRO) conference had been received from the Appraisal Subcommittee and a copy of the approval letter was provided in the board packet. Based on that approval, formal paperwork was submitted for approval for the out of state travel request for ARRO.

CLOSED SESSION

At 9:07 a.m., John Brewer moved to enter closed session, pursuant to KRS 61.810(1) (j), to deliberate on individual adjudications in the matters of inquiry of O.S. and application of B.D., pursuant to KRS 61.810(1)(k) and KRE 503 to receive legal advice regarding education approvals; and KRS 61.815. Justin Noble seconded the motion. The motion passed 5-0 and the Board entered closed session.

Reconvene Open Session and Committee Recommendations

Matthew Walters moved for the Board to come out of closed session. John Brewer seconded the motion. All being in favor, the Board resumed the open meeting at 9:42 a.m.

John Brewer moved to approve the six (6) month temporary application of B.D., with a probationary term of six (6) months. Matthew Walters seconded the motion. The motion passed 5-0.

In Re: Inquiry from Licensee O.S., John Brewer moved to deny the request of licensee O.S, with a grace period of 30 days for current licensees to conform with administrative regulations of the Board, on condition of no new appraisal assignments. The motion was seconded by Justin Noble. The motion passed 5-0.

EDUCATION

John Dexter Outlaw moved to approve the education courses listed on the agenda at 5.A2 through 5.A27 with substitutions as presented to the board, with no change to course approval dates and expiration dates, with a second by Justin Noble, and the motion passed 5-0. John Dexter Outlaw moved to approve the education courses 5.A1, 5.B1 through 3, and 5.C1 through 2, as listed on the agenda, through May 31, 2024, with a second by Matthew Walters, and the motion passed 5-0. The courses are as follows:

A. McKissock, LP

1. Residential Report Writing and Case Studies, 14 hours CE & 15 hours QE, Online
2. 2020 -2021 15hr National USPAP Course, 7 hours CE, Classroom
3. 2-22 - 2023 7hr National USPAP Update Course Live Webinar, 7 hours CE, Classroom
4. Appraising Complex and Stigmatized Residential Properties Live Webinar, 7 hours, Classroom
5. Appraising Condominium Units Live Webinar, 3 hours, Online
6. Appraising Small Apartment Properties Live Webinar, 4 hours CE, Online
7. Basic Appraisal Principles Live Webinar, 30 hours QE, Online

8. Basic Appraisal Procedures Live Webinar, 30 hours QE, Online
9. Bifurcated and Hybrid Appraisals: A Practical Approach Live Webinar, 4 hours CE, Online
10. Diversify Your Appraisal Practice with Assessment Appeals Live Webinar, 4 hours CE, Online
11. Diversify Your Appraisal Practice with Estate Appraisals Live Webinar, 3 hours CE, Online
12. Focus on FHA Minimum Property Requirements Live Webinar, 4 hours CE, Online
13. Fundamentals of Expert Witness Testimony Live Webinar, 4 hours CE, Online
14. Land and Site Valuation Live Webinar, 5 hours CE, Online
15. Learning From the Mistakes of Others: Appraisal Disciplinary Case Studies Live Webinar, 3 hours CE, Online
16. Marketing Disturbances – Market Analysis in Atypical Markets and Cycles Live Webinar, 4 hours CE, Online
17. Measuring 1-4 Unit Residential Properties – with ANSI Z765 Live Webinar, 4 hours CE, Online
18. Mortgage Lending Appraisal Requirements: Fannie Mae and Freddie Live Webinar, 7 hours CE, Online
19. New Construction Essentials: Luxury Homes Live Webinar, 3 hours CE, Online
20. REO Appraisal Guidelines and Best Practices Live Webinar, 4 hours CE, Online
21. Residential Property Inspections: An Appraiser's Perspective Live Webinar, 7 hours CE, Online
22. Responding to a Reconsideration of Value (ROV) Live Webinar, 3 hours CE, Online
23. Supporting Adjustments: The Journey from Analysis to Adjusting Live Webinar, 4 hours CE, Online
24. The Appraiser's Guide to HUD Handbook 4000.1 Live Webinar, 7 hours CE, Online
25. The Fundamentals of Appraising Luxury Homes Live Webinar, 4 hours CE, Online
26. Using Appraisal Report Templates Responsibly Live Webinar, 3 hours CE, Online
27. Valuation of Residential Solar Live Webinar, 3 hours CE, Online

B. Appraiser eLearning

1. FHA Roadmap, 7 hours CE, Online
2. The Other Appraisal Reports – Exploring Restricted and Oral Appraisal Reports, 7 hours CE, Classroom
3. Desktops 101: Navigating GSE Appraisal Modernization (Asynchronous), 7

hours CE, Online

C. Appraisal Institute

1. Supervisor Appraiser/Trainee Appraiser, 5 hours CE, Classroom
2. Aerial Inspections for Real Estate Appraisers, 7 hours CE, Classroom

CERTIFICATION/LICENSURE

Dexter Outlaw moved to approve the following applications for Appraisers and Appraisal Management Companies; the motion was seconded by Justin Noble; and the motion passed 5-0.

A. Review of Applications

283468	Lender's 1 st Choice	AMC	Jacksonville, FL	
283923	D.H.	Associate	Harrodsburg, KY	
284033	C.C.	Associate	Somerset, KY	
283492	R.B.	Associate	Lexington, KY	
283701	M.A.	Associate	Providence, KY	
284040	L.J.	Associate	Williamstown	
283851	J.R.	Associate	Louisville, KY	
284167	H.B.	Associate	Bowling Green, KY	
284208	K.N.	Associate	Bowling Green, KY	
283923	D.H.	Associate	Harrodsburg, KY	
284205	N.T.	Associate	Olmstead, KY	
284327	K.A.	Associate	Hopkinsville, KY	
282819	S.H.	Certified General	Bar Nunn, WY	Reciprocal
283357	J.M.	Certified General	Kokomo, IN	Reciprocal
283532	R.D.	Certified General	Franklin, TN	Reciprocal
283917	C.F.	Certified General	Indianapolis, IN	Reciprocal
283933	D.S.	Certified General	Cincinnati, OH	Reciprocal
283816	M.B.	Certified General	Rosemont, IL	Reciprocal
284025	E.M.	Certified General	Nashville, TN	Reciprocal
284016	E.F.	Certified General	Philadelphia, PA	Reciprocal
283467	A.T.	Certified General	Columbus, OH	Reciprocal
283850	J.K.	Certified General	Kearney, NE	Reciprocal
284373	C.W.	Certified General	Nashville, TN	Reciprocal
284374	S.R.	Certified General	Evansville, IN	Reciprocal
282709	M.S.	Certified Residential	Toledo, OH	Reciprocal
284204	M.T.	Certified Residential	Chicago Heights, IL	Reciprocal
284039	A.G.	Certified General	Hodgenville, KY	Upgrade

TEMPORARY PERMITS

Dexter Outlaw moved to approve the following applications for Appraisers, Appraisal Management Companies, and Temporary Permits, with the exception of B.D. as noted above; the motion was seconded by Justin Noble; and the motion passed 5-0.

B. Review of Application for Temporary Permits

	B.D.
284008	E.L.
284010	J.M.
284009	J.P.
284045	D.L.
284123	L.H.
284198	R.A.

C. Licensure Report

Certified General – 696
Certified Residential – 706
Licensed Residential – 13
Associate – 227
Total – 1,642 Appraisers

Appraisal Management Company (AMC) – Total – 114 AMCs

EXPERIENCE REVIEW

John Dexter Outlaw moved to accept the experience for the following applicants as listed below. Justin Noble seconded the motion and the motion passed 5-0.

- A. J.G. – approve experience for Certified Residential, must pass the CG exam.
- B. S.O. – approve experience for Certified Residential, must pass the CR exam.
- C. D.C. – approve experience for Certified Residential, must pass the CR exam.
- D. G.M. – approve experience for Certified Residential, must pass the CG exam.
- E. T.G. – approve experience for Certified Residential, must pass the CR exam.

CLOSED SESSION

At 9:56 a.m. John Dexter Outlaw moved to enter closed session, pursuant to KRS 61.810(1) (j), and KRS 61.815 for quasi-judicial deliberations on pending case (grievance) no. 22-05. John Brewer seconded the motion and the Board entered closed session.

Reconvene Open Session and Committee Recommendations

John Brewer moved for the Board to come out of closed session. Justin Noble seconded the motion. All being in favor, the Board resumed the open meeting at 10:16 a.m.

COMPLAINTS

- A. Case No. 22-05– John Dexter Outlaw moved to defer consideration of 22-05 until the April 28, 2023, Board meeting. John Brewer seconded the motion. The motion passed 5-0.

MISCELLANEOUS

The Board reviewed and discussed the following:

- A. Upcoming Annual Continuing Education & Renewal Update. John Brewer moved to allow the Chair to approve a draft of the continuing education and renewal notice to licensees; second by John Dexter Outlaw; and the motion passed 5-0.

PUBLIC COMMENTS

The Board received questions regarding PAREA and PSI scheduling which included a general concern about response times to questions. KREA staff informed the individual a response would be sent soon.


The Board received an additional comment raising concerns about scheduling exams and regarding the commentator's work with trainees. KREA Executive Director Brawner noted that she was unaware of additional issues since KREA staff had addressed with PSI last month. Further, she advised that all correspondence should be directed to the Board Coordinator to ensure matters are shared with appropriate KREA staff and addressed in a timely manner.


ADJOURNMENT

The Chair expressed an interest in Board members to receive education and current events associated with the appraisal profession and invited Board members to bring forward items of interest to the Board.

Justin Noble moved to adjourn the meeting. Matthew Walters seconded the motion. The motion passed 5-0 and the meeting was adjourned.

Minutes Approved at the Board Meeting on April 28, 2023:

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Chair Date 4/28/23

 _____
Administrative Coordinator Date 4/28/23

Pursuant to KRS 324B.060, I, Kristen Lawson

Acting **Executive Director of the Kentucky Real Estate Authority**

(KREA), have reviewed and approved the expenditures for the meeting of the Kentucky Real Estate Appraisers Board (the Board) held on 3/24/23.

This Approval is based upon my review of the expenditures as described in the minutes and in greater detail as on file with the KREA. I did not review, nor did I participate in discussions, deliberations, or decisions regarding the actions taken by the Board at this meeting related to individual disciplinary matters, investigations, or applicant reviews. The Board approved the minutes of its April meeting, at its meeting held on 4/21/23.

Kristen R. Lawson
Executive Director

07/27/2023
Date