

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF CERTIFIED
REAL ESTATE APPRAISERS**

TIME: 10:30 A.M.

Held at

PENNSYLVANIA DEPARTMENT OF STATE

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

Thursday, March 13, 2025

State Board of Certified
Real Estate Appraisers
March 13, 2025

BOARD MEMBERS:

Mark V. Smeltzer Sr., Chairman, Professional Member
William T. Stoerrle Jr., Vice Chairman, Professional Member
Chandra Mast, Secretary, Professional Member
John D. Ausherman, Professional Member
Michael McFarlane, Secretary, Professional Member - Absent
Jonathan B. Schuck, Professional Member
Martha H. Brown, Esquire, Secretary of the Commonwealth designee
Paul D. Edger, Senior Deputy Attorney General in Charge,
Office of Attorney General, on behalf of Laura Pittini
Paul H. Wentzel Jr., Senior Legislative Director, Department of Banking and Securities designee

BUREAU PERSONNEL:

Ronald K. Rouse, Esquire, Board Counsel
Ray J. Michalowski, Esquire, Senior Board Prosecutor and
Prosecution Liaison
Timothy A. Fritsch, Esquire, Board Prosecutor
Ashley P. Murphy, Esquire, Board Prosecutor
Kristel Hennessy Hemler, Board Administrator
Andrew LaFratte, MPA, Deputy Policy Director, Department of State
Deena Parmelee, Legal Office Administrator 1, Department of State
Jessica Zukoski, Senior Legal Analyst, Department of State

ALSO PRESENT:

Peter N. Varghese, Intern for Al Schmidt, Secretary of the Commonwealth
Tyler Satterfield, SRA, R/W-AC, Director, Cushman & Wakefield, Infrastructure Practice Group/President and Owner, Vista Realty Services Inc., Certified General Real Estate Appraiser

State Board of Certified
Real Estate Appraisers
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ALSO PRESENT: (cont.)

Teresa Cochran, Executive Director, Assessors'
Association of Pennsylvania
Tracy Matroni, Director of Member Services &
Professional Development, Lancaster County
Association of Realtors
Alison Smeltzer, SRA, Western Pennsylvania Chapter,
Appraisal Institute
Francesca Tracy, Compliance Analyst, The CE Shop
Allison Walker, Sargent's Court Reporting Service,
Inc.

State Board of Certified

Real Estate Appraisers

March 13, 2025

[Pursuant to Section 708(a)(5) of the Sunshine Act, at 9:00 a.m., the Board entered into Executive Session with Ronald K. Rouse, Esquire, Board Counsel, to have attorney-client consultations and for the purpose of conducting quasi-judicial deliberations. The Board returned to open session at 10:30 a.m.]

[Ronald K. Rouse, Esquire, Board Counsel, informed everyone that the meeting of the State Board of Certified Real Estate Appraisers was being held in a hybrid format, in person and by livestream teleconference, pursuant to Act 100 of 2021, which requires boards to use a virtual platform to conduct business when a public meeting is held.

Mr. Rouse noted the meeting was being recorded and voluntary participation constituted consent to be recorded.

Mr. Rouse also noted the Board entered into Executive Session with Board Counsel to have attorney-client consultations and for the purpose of

1 conducting quasi-judicial deliberations.]

2 ***

3 The regularly scheduled meeting of the State
4 Board of Certified Real Estate Appraisers was held on
5 Thursday, March 13, 2025. Mark V. Smeltzer Sr.,
6 Chairman, Professional Member, officially called the
7 meeting to order at 10:30 a.m.

8 ***

9 Roll Call

10 [Mark V. Smeltzer Sr., Chairman, Professional Member,
11 requested a roll call of Board members. A quorum was
12 present.]

13 ***

14 Introduction of Attendees

15 [Kristel Hennessy Hemler, Board Administrator,
16 provided an introduction of attendees.]

17 ***

18 Approval of minutes of the January 23, 2025 meeting

19 CHAIRMAN SMELTZER:

20 Did everyone have a chance to look over
21 the minutes? Do we have a motion to
22 approve the minutes? Are there any
23 questions or any discussions?

24 MS. MAST:

25 Motion to approve the minutes.

1 MR. AUSERMAN:

2 I second.

3 MS. HENNESSY HEMLER:

4 Roll call.

5

6 Mark Smeltzer, aye; William Stoerrle,
7 aye; Chandra Mast, aye; John Auserman,
8 aye; Jonathan Schuck, aye; Martha
9 Brown, abstain; Paul Edger, abstain;
10 Paul Wentzel, aye.

11 [The motion carried. Martha Brown and Paul Edger
12 abstained from voting on the motion.]

13 ***

14 Report of Prosecutorial Division

15 [Timothy A. Fritsch, Esquire, Board Prosecutor,
16 presented the Consent Agreement for Case No. 22-70-
17 014940.]

18 MR. ROUSE:

19 Regarding the Consent Agreement at item
20 2 on the agenda, Case No. 22-70-014940,
21 after discussion in Executive Session,
22 I believe the Chair would entertain a
23 motion to adopt the Consent Agreement.

24 CHAIRMAN SMELTZER:

25 I entertain a motion.

1 MS. BROWN:

2 I make that motion.

3 MS. MAST:

4 I second.

5 MS. HENNESSY HEMLER:

6 Roll call.

7

8 Mark Smeltzer, aye; William Stoerrle,
9 aye; Chandra Mast, aye; John Ausherman,
10 aye; Jonathan Schuck, aye; Martha
11 Brown, aye; Paul Edger, aye; Paul
12 Wentzel, aye.

13 [The motion carried unanimously. That was the matter
14 of Frank Anthony LiCausi, Case No. 22-60-014940.]

15 ***

16 Report of Board Counsel - Sunshine Act Presentation
17 [Ronald K. Rouse, Esquire, Board Counsel, provided an
18 overview of the Sunshine Act, noting the public has a
19 right to be present at all meetings of agencies and
20 to witness deliberation, policy formulation, and
21 decision making. He explained that meetings must be
22 open to the public after public notice anytime an
23 agency holds a meeting at which deliberation or
24 official action takes place. He provided a
25 definition of agency, deliberations, and official

1 action.

2 Mr. Rouse addressed public notice, including a
3 newspaper of general circulation in the political
4 subdivision where the meeting will be held. He also
5 noted the list of dates is posted on the Board's
6 website. He provided an overview of Act 65 of 2021
7 concerning public notice.

8 Mr. Rouse addressed the recording of votes, the
9 requirement of minutes, and quorum requirements for
10 all open meetings. He mentioned that the only
11 exceptions to open meeting requirements are executive
12 sessions and conferences. He noted deliberations of
13 agency business may not take place at a conference.
14 He stated executive session may be held for personnel
15 issues, consulting with an attorney or professional
16 advisor, and reviewing and discussing agency business
17 that would violate a lawful privilege or lead to the
18 disclosure of information or confidentiality
19 protected by law if discussed in open session.

20 Mr. Rouse explained that legal challenges under
21 the Sunshine Act must be filed within 30 days of the
22 date of the meeting or discovery of any action in
23 which the Sunshine Act was violated and discussed
24 penalties for violating the Sunshine Act.

25 Mr. Rouse stated all Board business should be

1 conducted in open meetings, and Board members should
2 not discuss agency business, especially executive
3 session matters, outside of an official Board
4 meeting.

5 Mr. Rouse noted regulations, policies, et cetera,
6 delegated to a committee should take place in an open
7 meeting with appropriate public notice. He mentioned
8 that administrative and prosecutorial functions are
9 not subject to open meeting requirements.

10 Mr. Rouse addressed mandatory recusals, where a
11 Board member may have a prosecutorial role or direct
12 personal or financial interest in the outcome of the
13 matter. He addressed strongly suggested recusals,
14 where there is a personal affection or outside
15 knowledge about a case where a Board member cannot
16 make a fair and unbiased determination.

17 Mr. Rouse noted that discretionary recusals are
18 when a Board member cannot hear and dispose of the
19 case or participate in a decision on a subject fairly
20 and without prejudice. He encouraged Board members
21 who are uncertain whether to recuse themselves to
22 discuss the matter with Board Counsel privately.

23 Mr. Rouse addressed abstention versus recusal,
24 noting abstention means someone is withholding their
25 vote but does not affect quorum requirements. He

1 noted the Board member is unable to vote at all with
2 recusal and may affect the quorum requirement.

3 Mr. Rouse addressed conflicts of interest, where
4 no member of any professional examining and licensing
5 board shall at the same time be an officer or agent
6 of any statewide association or organization
7 representing the profession or occupation subject to
8 the board's actions.

9 Mr. Rouse noted public members of a licensing
10 board designated as a representative must be a
11 private citizen and not be a member of any profession
12 or occupation which is regulated or licensed by the
13 board, commission, or BPOA or be related to or have
14 as part of their immediate family a member of the
15 profession or occupation that is licensed or
16 regulated by a particular board or commission.

17 Mr. Rouse mentioned that public members cannot be
18 affiliated in any way with the profession or
19 occupation to be licensed or regulated or hold any
20 other appointed or elected public office or position
21 within the Commonwealth, another state, or United
22 States government. He noted that any person not
23 meeting the standards cannot be a public member.]

24 ***

25 Regulations/Statute - Regulatory Report

1 [Ronald K. Rouse, Esquire, Board Counsel, noted the
2 Board adopted the final rulemaking for Regulation
3 16A-7029 regarding distance education and the
4 Practical Applications of Real Estate Appraisal
5 (PAREA) at the January 23, 2025 meeting.

6 Mr. Rouse reported the Office of General Counsel
7 approved the final rulemaking on February 27, 2025,
8 and are awaiting approval from the Office of Policy.

9 He mentioned the final rulemaking would also have to
10 be presented to General Assembly leadership and the
11 Independent Regulatory Review Commission (IRRC).

12 Mr. Rouse also provided a March Regulatory
13 Status Report for the Board's review.

14 Ms. Brown thanked Mr. Rouse for the report and
15 being so proactive with the regulations.]

16 ***

17 Report of Board Chairman - No Report

18 [Mark V. Smeltzer Sr., Chairman, Professional Member,
19 mentioned the Board is planning to have three people
20 attend the Association of Appraiser Regulatory
21 Officials (AARO) Conference.]

22 ***

23 Appointment - Annual Prosecution Report

24 [Carlton Smith, Esquire, Deputy Chief Counsel,
25 Prosecution Division, presented the Annual

1 Prosecution Report. He reported 6,491 active
2 licensees for the State Board of Certified Real
3 Estate Appraisers. He noted 127 cases were opened in
4 2024, which is slightly down from 2023 at 197 cases.
5 He reported 96 cases are currently open and 135 were
6 closed in 2024.

7 Mr. Smith informed Board members that the goal is
8 to see the number of closed cases near the number of
9 cases opened for the year to avoid a significant
10 backlog of cases. He mentioned the average length of
11 time to close a case for the Board was 218 days in
12 2024 and 214 days in 2023.

13 Mr. Smith addressed discipline cases and reported
14 8 fines; 6 mandatory continuing education cases; and
15 a few probations, revocations, or suspensions.

16 Mr. Smith also addressed cases where they
17 disposed of the case without formal discipline. He
18 reported 11 cases in 2024, noting the largest
19 category of cases where there was no discipline is
20 "prosecution not warranted" or a warning letter. He
21 noted prosecution looks at the strength of the
22 evidence and expert opinion for "prosecution not
23 warranted" and reported 54 cases.

24 Mr. Smith addressed warning letters in 2024. He
25 noted prosecution also looks at the strength of the

1 case, discipline history, and seriousness of the
2 allegations for warning letters.

3 Chairman Smeltzer asked what percentage of cases
4 are completed within a year.

5 Mr. Michalowski explained that the
6 majority are done within a year but the days per case
7 are a little longer for their Board. He mentioned
8 there are not many quick closures except continuing
9 education (CE), lapsed license, or renewal cases. He
10 noted, even though cases are closed without
11 prosecution, the cases are sent to their triage
12 experts for review.

13 Mr. Michalowski explained that cases going over a
14 year are usually people who have multiple cases or
15 large commercial issues. He addressed PStop
16 closures, where a licensee has been inactive and
17 trying to renew but Ms. Hennessy Hemler would be
18 alerted in the computer system and prosecution would
19 act.

20 Chairman Smeltzer thanked Mr. Michalowski for
21 getting that done in a timely fashion, noting they
22 always update the Appraisal Subcommittee (ASC), and
23 the Board's rating is "good" due to the work of the
24 prosecution division.

25 Chairman Smeltzer referred to the other term used

1 as far as government-sponsored enterprises and
2 agencies reporting the terminology that appraisers
3 are using. He also referred to code and pretext and
4 heard that number has dropped off nationally, and
5 they are doing a better job of looking at the context
6 of those terms.

7 Mr. Michalowski has seen certain terms drop off
8 and the ones he is seeing now are less concerning
9 than the ones they let drop off. He mentioned that
10 "gentrification" used to be one of the code words
11 that kicked their way very quickly. He noted there
12 could be a letter of concern asking them to try to
13 avoid using certain words or use more neutral words.

14 Mr. Ausherman asked whether they have been able
15 to hire any review appraisers.

16 Mr. Michalowski noted they have not hired any
17 review appraisers but have been talking about getting
18 some residential appraisers in areas. He explained
19 that the unsettled situation with multiple listing
20 services (MLSs) is causing issues. He stated, on the
21 real estate side of things, the issue is whether they
22 can get people who have the right data to look at the
23 same individuals as the person who is doing that.

24 Mr. Michalowski noted they are letting that
25 settle out right now because it is a mess as far as

1 what MLSs can do, and there are private listing
2 networks popping up, which will be a problem. He
3 mentioned attending an Association of Real Estate
4 License Law Officials (ARELLO) seminar, along with
5 Mr. Fritsch. He noted they have not seen them in
6 Pennsylvania yet but that they may pop up and cause
7 difficulties for their profession in gaining the
8 data.

9 Mr. Michalowski noted there are certain areas
10 with large MLSs, where people can cover a fairly
11 large area and was wondering if there would be a
12 shakeout of some of the smaller MLSs, especially in
13 the western half of the state. He mentioned that
14 some experts are willing to join another MLS on their
15 own if they receive enough work, but some places just
16 do not get many cases either.]

17 ***

18 Report of Board Administrator

19 [Kristel Hennessy Hemler, Board Administrator,
20 informed Board members that the Appraisal
21 Subcommittee compliance review is coming up this
22 year, and she has been working with Board Counsel on
23 gathering the information by July 17. She noted they
24 also have been in contact with the Bureau of Finance
25 and prosecution.

1 Ms. Hennessy Hemler reminded everyone that it is
2 a renewal year and noted licenses and certifications
3 must be renewed by June 30. She mentioned that a
4 renewal notice will go out sometime at the end of
5 April or beginning of May after testing with the
6 Pennsylvania Licensing System (PALS).

7 Ms. Hennessy Hemler also reminded everyone that
8 they must complete the 28 continuing education hours
9 from Pennsylvania-approved providers. She provided
10 an overview of how to find approved providers on
11 their website at www.dos.pa.gov/real.

12 Chairman Smeltzer asked whether the approved
13 provider for the 7-hour valuation bias class would
14 also be offering the 1-hour exam with that because it
15 has to be in place by January 1, 2026.

16 Ms. Hennessy Hemler reported on working with
17 counsel on a document and will be updating their
18 announcement section on our website, which is more
19 like an FAQ for the upcoming required course. She
20 noted the 7-hour course is not required for this
21 renewal cycle because it goes into effect in January
22 2026 and is required by June 30, 2027.

23 Ms. Hennessy Hemler mentioned that anyone who
24 takes the 7-hour course before the renewal cycle
25 would satisfy that requirement because they only have

1 to take the 7-hour course once. She also mentioned
2 that after the 7-hour course will then be a 4-hour
3 course for the following renewals. She noted that
4 anyone who takes the 7-hour course before the end of
5 this cycle can take the 4-hour course in the next
6 cycle.

7 Ms. Hennessy Hemler believed most people will
8 wait until the 2027 renewal to take the 7-hour course
9 and then do the 4-hour course for the 2029 renewal
10 and from there on. She reported having one provider
11 and others submitting applications for review.

12 Chairman Smeltzer commented that the latest
13 version of the checklist of logs can also be found on
14 the approved provider's site.

15 Ms. Hennessy Hemler noted the checklist and
16 experience logs have been updated and listed under
17 applications, forms, and documents on the same
18 website.]

19 ***

20 Conference Reports

21 [Chandra Mast, Secretary, Professional Member,
22 addressed her attendance at the the Association of
23 Appraiser Regulatory Officials (AARO) training
24 program. She reported it to be very similar to the
25 Boston AARO Conference with a review of standard

1 policies and breaking out into groups for discussion.

2 She believed maybe half of the attendees worked at
3 Boston. She noted there was a nice mix of those who
4 have been over the conversations and new attendees
5 who provided some fresh insights.

6 Chairman Smeltzer reported having staff
7 representation with a synchronous-type program with
8 interaction.]

9 ***

10 Report of Committees - Exploratory Committee

11 [Kristel Hennessy Hemler, Board Administrator,
12 reported going back and forth with the ASC regarding
13 their grant and pulling the Board's grant submission
14 because of confusion with what the ASC wanted in the
15 beginning and reverting back to something different.

16 She mentioned they were trying to submit it for the
17 2024 consideration but will regroup with the entire
18 committee and present updated information later in
19 the year.]

20 ***

21 Applications for Review

22 MR. ROUSE:

23 Regarding item 6, the Licensed
24 Appraiser Trainee Application for
25 Justin Davis, Application No.

1 AA0005992292, I believe the Chair would
2 entertain a motion to direct Board
3 Counsel to draft a letter to the
4 Applicant requesting additional
5 information and documentation as
6 discussed in Executive Session.

7 CHAIRMAN SMELTZER:

8 I would entertain such a motion.

9 MR. STOERRLE:

10 I would make that motion.

11 MR. AUSERMAN:

12 I second.

13 MS. HENNESSY HEMLER:

14 Roll call.

15
16 Mark Smeltzer, aye; William Stoerrle,
17 aye; Chandra Mast, aye; John Auserman,
18 aye; Jonathan Schuck, aye; Martha
19 Brown, aye; Paul Edger, aye; Paul
20 Wentzel, aye.

21 [The motion carried unanimously.]

22 ***

23 MR. ROUSE:

24 Item 7 on the agenda is the Application
25 for Certified General Real Estate

1 Appraiser of Jack Marquis, Application
2 No. AA0006148514, which was also a
3 matter that was discussed in Executive
4 Session.

5 Regarding that Application at item
6 7 on the agenda, I believe the Chair
7 would entertain a motion to accept the
8 appraiser trainee checklist as provided
9 in the Application and direct the Board
10 office to continue its review of the
11 Application.

12 CHAIRMAN SMELTZER:

13 I would entertain such a motion.

14 MR. AUSERMAN:

15 So moved.

16 MS. BROWN:

17 Second.

18 MS. HENNESSY HEMLER:

19 Roll call.

20
21 Mark Smeltzer, aye; William Stoerrle,
22 aye; Chandra Mast, aye; John Auserman,
23 aye; Jonathan Schuck, aye; Martha
24 Brown, aye; Paul Edger, aye; Paul
25 Wentzel, aye.

1 [The motion carried unanimously.]

2 ***

3 Review of Requests - Renewal Extension Requests for
4 Licensed Appraiser Trainees

5 MR. ROUSE:

6 Item 8 on the agenda is Randy Lafferty,
7 which was a request for an Extension of
8 the Licensed Appraiser Trainee Renewal.

9

10 I believe the Chair would entertain
11 a motion to grant the Licensed
12 Appraiser Trainee Renewal Extension
13 Request of Randy Lafferty and to direct
14 Board Counsel to draft a letter to
15 Randy Lafferty consistent with the
16 discussions in Executive Session.

17 CHAIRMAN SMELTZER:

18 I would entertain such a motion.

19 MR. STOERRLE:

20 I make that motion.

21 MS. MAST:

22 I second.

23 MS. HENNESSY HEMLER:

24 Roll call.

25

1 Mark Smeltzer, aye; William Stoerrle,
2 aye; Chandra Mast, aye; John Ausherman,
3 aye; Jonathan Schuck, aye; Martha
4 Brown, aye; Paul Edger, aye; Paul
5 Wentzel, aye.

6 [The motion carried unanimously.]

7 ***

8 MR. ROUSE:

9 Items 9, 10, and 11 are Renewal
10 Extensions for a Licensed Appraiser
11 Trainee.

12 I believe the Chair would entertain
13 a motion to grant the Licensed
14 Appraiser Trainee Renewal Extension
15 Request of Leslie Allen at item 9 on
16 the agenda, Edward Costa at item 10 on
17 the agenda, and Emma McWilliams at item
18 11 on the agenda.

19 CHAIRMAN SMELTZER:

20 I would entertain such a motion.

21 MR. STOERRLE:

22 I make that motion.

23 MR. AUSHERMAN:

24 I second.

25 MS. HENNESSY HEMLER:

1 Roll call.

2

3 Mark Smeltzer, aye; William Stoerrle,
4 aye; Chandra Mast, aye; John Ausherman,
5 aye; Jonathan Schuck, aye; Martha
6 Brown, aye; Paul Edger, aye; Paul
7 Wentzel, aye.

8 [The motion carried unanimously.]

9

10 Miscellaneous

11 [Mark V. Smeltzer Sr., Chairman, Professional Member,
12 noted The Appraisal Foundation's press release on
13 Trailblazing Pathways to Success Scholarship is Now
14 Available.

15 Mr. Rouse further explained that The Appraisal
16 Foundation announced on February 10, 2025, that
17 applications are now open for scholarships to cover
18 the tuition to enroll in a Practical Applications of
19 Real Estate Appraisal (PAREA) module. He noted The
20 Appraisal Foundation will fund \$1.22 million over
21 three years to support this scholarship, which is
22 administered by the Appraiser Diversity Initiative.

23 Chairman Smeltzer noted appreciation for their
24 efforts in getting that approved for PAREA to maybe
25 get some people in Pennsylvania into the scholarship

1 program.

2 Ms. Hennessy Hemler referred everyone to
3 www.appraisalfoundation.org for more information.]

4 ***

5 Matters for Discussion - Association of Appraiser

6 Regulatory Officials Spring Conference

7 [Mark V. Smeltzer Sr., Chairman, Professional Member,
8 announced the Association of Appraiser Regulatory
9 Officials Spring Conference is April 29 through May
10 1, 2025. He noted the conference is virtual to
11 possibly bring people in who are not able to attend
12 the in-person programs.]

13 CHAIRMAN SMELTZER:

14 I would entertain a motion for Kristel
15 Hennessy Hemler, Bill Stoerrle, and
16 Chandra Mast to attend the AARO
17 Conference.

18 MS. BROWN:

19 I make a motion for Kristel Hennessy
20 Hemler, Bill Stoerrle, and Chandra Mast
21 to be authorized to attend the AARO
22 Spring Conference.

23 MR. EDGER:

24 I'll second that.

25 MS. HENNESSY HEMLER:

1 Roll call.

2

3 Mark Smeltzer, aye; William Stoerrle,
4 aye; Chandra Mast, aye; John Ausherman,
5 aye; Jonathan Schuck, aye; Martha
6 Brown, aye; Paul Edger, aye; Paul
7 Wentzel, aye.

8 [The motion carried unanimously.]

9

10 Public Comment

11 [Teresa Cochran, Executive Director, Assessors'
12 Association of Pennsylvania, requested clarification
13 as to whether there is a 1-hour exam for the 7-hour
14 fair housing class.

15 Ms. Hennessy Hemler explained that the 8-hour
16 Valuation Bias & Fair Housing Course will be
17 considered as qualifying education for appraisers,
18 licensed appraiser trainee, residential appraiser,
19 and the general appraiser. She noted it will be a
20 required course as of January 2026.

21 Mr. Rouse further clarified that there was a
22 separate regulation that was drafted for certified
23 Pennsylvania evaluators, which is still in process.
24 He noted it is not a requirement for certified
25 Pennsylvania evaluators because it has to go through

1 the regulatory process, but there is a requirement
2 for certified real estate appraisers.]

3 ***

4 Adjournment

5 CHAIRMAN SMELTZER:

6 If there is no other discussion, I
7 would entertain a motion for
8 adjournment.

9 MS. MAST:

10 So moved.

11 MS. BROWN:

12 I'll second that.

13 ***

14 [There being no further business, the State Board of
15 Certified Real Estate Appraisers Meeting adjourned at
16 11:36 a.m.]

17 ***

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Certified Real Estate Appraisers meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Certified Real Estate Appraisers meeting.

A handwritten signature in dark ink, appearing to read 'Allison Walker', is written over a horizontal line.

Allison Walker,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE BOARD OF CERTIFIED
REAL ESTATE APPRAISERS
REFERENCE INDEX

March 13, 2025

TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:30	Official Call to Order
10:31	Roll Call
10:31	Introduction of Attendees
10:32	Approval of Minutes
10:34	Report of Prosecutorial Division
10:37	Report of Board Counsel
10:57	Regulations/Statute
10:59	Appointment - Annual Prosecution Report
11:12	Report of Board Administrator
11:21	Conference Reports
11:22	Report of Committees
11:24	Applications for Review
11:26	Review of Requests
11:28	Miscellaneous
11:30	Matters for Discussion
11:34	Public Comment
11:36	Adjournment