

**REAL ESTATE APPRAISERS APPLICATION  
ADVISORY COMMITTEE  
MINUTES  
MARCH 6, 2007**

- PRESENT:** Steve Vitale, Anthony Hearn (via telephone), Marla Britton, Larry Nicholson, Frank D. Hopp, Ursula Volk, Linda Verbecken
- EXCUSED:** Donald Chudnow, Lynn Gregorash, Harv Simmons, Karen Scott, Gary Gruenisen
- STAFF PRESENT:** Tim Wellnitz, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; Nicole Goodman, Bureau Assistant; Other Department staff were present for portions of the meeting

**CALL TO ORDER**

Marla Britton called the meeting to order at 10:11 a.m. A quorum of 7 members was present.

**ADOPTION OF AGENDA**

Amendments to the Agenda:

- Closed Session: Add Bradley Perrin under Review and Consideration of Appraisal Experience and Appraisal Reports

**MOTION:** Frank Hopp moved, seconded by Steve Vitale, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF FEBRUARY 15, 2007 MINUTES**

**MOTION:** Steve Vitale moved, seconded by Linda Verbecken, to approve the minutes of February 15, 2007 as written. Motion carried unanimously.

**ADMINISTRATIVE REPORT – TIM WELLNITZ, BUREAU DIRECTOR**

None.

**DISCUSSION AND APPROVAL OF APPROPRIATE APPRAISAL STANDARDS TO  
BE USED IN THE REVIEW PROCESS**

None.

**APPRAISAL SUBCOMMITTEE AUDIT OCTOBER 18-19, 2006**

**Audit October 18-19, 2006 – Letter from Appraisal Subcommittee Relating to the Audit**

The Committee was provided a copy of the letter from the Appraisal Subcommittee. Ruby Jefferson-Moore reviewed the letter with the Committee.

**Department's Response to Appraisal Subcommittee Relating to the Audit**

Ruby Jefferson-Moore provided the Committee with the Department's written response to the Appraisal Subcommittee. The response included the Department's plan to attempt to close cases within one year.

**Audit October 18-19, 2006 – United States Code Relating to the Regulation of Real Estate Appraisers**

This item was placed on the agenda as an informational item.

**Audit October 18-19, 2006 – Code of Federal Regulations Relating to the Regulation of Real Estate Appraisers**

This item was placed on the agenda as an informational item.

**INFORMATIONAL ITEMS**

**Update on Supervisor and Trainee Informational Materials**

Mr. Wellnitz informed the Committee that the Department will be placing the Recommendations for Supervisors on the Department's website and that the Recommendation for Trainee draft is posted on the Department's website.

**CLOSED SESSION**

**MOTION:** Linda Verbecken moved, seconded by Frank Hopp, to convene to Closed Session to consider licensure or certification of individuals pursuant to § 19.85(1)(b), Stats., and to consider individual histories pursuant to § 19.85(1)(f), Stats. Roll Call Vote: Marla Britton-yes; Linda Verbecken-yes; Ursula Volk-yes; Steve Vitale-yes; Anthony Hearn-yes; Larry Nicholson-yes; Frank Hopp-yes Motion carried unanimously.

Open Session recessed at 10:52 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Larry Nicholson moved, seconded by Steve Vitale, to reconvene into Open Session at 12:08 p.m. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,  
IF VOTING IS APPROPRIATE**

**APPRAISAL REPORTS REVIEWED ON MARCH 6, 2007**

**JEFFREY CORBETT – CERT. RESIDENTIAL**

**MOTION:** Larry Nicholson moved, seconded by Frank Hopp, to recommend that the Department approve Jeffrey Corbett's appraisal reports as submitted. Motion carried unanimously.

**JAMES ERNST – LICENSED (AQB)**

**MOTION:** Steve Vitale moved, seconded by Linda Verbecken, to recommend that the Department approve James Ernst's appraisal reports as submitted. Motion carried unanimously.

**MATTHEW FITZSIMONS – LICENSED (AQB)**

**MOTION:** Larry Nicholson moved, seconded by Linda Verbecken, to recommend that the Department approve Matthew Fitzsimons' appraisal reports as submitted. Motion carried unanimously.

**MICHAEL GAWOREK – LICENSED (ASSESSOR) (TABLED FROM 2/15/07)**

**MOTION:** Frank Hopp moved, seconded by Linda Verbecken, to recommend that the Department issue a notice of intent to deny Michael Gaworek's appraisal reports subject to receipt of three additional reports that complies with USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

**DANIEL HANSEN – LICENSED (TABLED FROM 2/15/07)**

**MOTION:** Ursula Volk moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Daniel Hansen's appraisal reports subject to receipt of one additional report that complies with USPAP and the receipt of requested additional information subject to approval by the reviewing appraiser. Motion carried unanimously.

**FRANCIS HOLZER – CERT. GENERAL**

**MOTION:** Linda Verbecken moved, seconded by Frank Hopp, to recommend that the Department deny Francis Holzer's appraisal reports as submitted because the reports do not comply with USPAP and refer to DOE. Motion carried unanimously.

**STACY KARCZ – LICENSED (AQB)**

**MOTION:** Steve Vitale moved, seconded by Larry Nicholson, to recommend that the Department approve Stacy Karcz's appraisal reports as submitted. Motion carried unanimously.

**QUINN MCWILLIAMS – CERT. GENERAL**

**MOTION:** Frank Hopp moved, seconded by Steve Vitale, to recommend that the Department approve Quinn McWilliam's appraisal reports as submitted. Motion carried unanimously.

**JOEL TETZNER – CERT. RESIDENTIAL**

**MOTION:** Larry Nicholson moved, seconded by Frank Hopp, to recommend that the Department issue a notice of intent to deny Joel Tetzner's appraisal reports subject to receipt of requested information and subject to the approval of the reviewing appraiser. Motion carried unanimously.

**ROBERT TRUAX – LICENSED (AQB)**

**MOTION:** Ursula Volk moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Robert Truax's appraisal reports subject to receipt of one additional report that complies with USPAP subject to approval by the reviewing appraiser. Motion carried unanimously.

**BRADLEY PERRIN – CERT. RESIDENTIAL**

**MOTION:** Frank Hopp moved, seconded by Linda Verbecken, to rescind the motion from the drafted minutes from February 15, 2007. Motion carried unanimously.

**MOTION:** Linda Verbecken moved, seconded by Larry Nicholson, to recommend that the Department issue a notice of intent to deny Bradley Perrin's appraisal reports subject to receipt of one additional report that complies with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

**VISITORS COMMENTS**

None.

**ADJOURNMENT**

**MOTION:** Larry Nicholson moved, seconded by Steve Vitale, to adjourn the meeting at 12:13 p.m. Motion carried unanimously.

**Next meeting: April 19, 2007**