

**REAL ESTATE APPRAISERS APPLICATION
ADVISORY COMMITTEE
MINUTES
MARCH 3, 2009**

PRESENT: Ursula Volk, Thomas Kneesel, Frank D. Hopp, Donald Chudnow, Linda Verbecken, David Wagner, Larry Nicholson, Gary Gruenisen, Anthony Hearn (excused at 11:15 a.m.) and Greg Landretti

EXCUSED: Lynn Gregorash and Lynette Ketcham

STAFF PRESENT: Yolanda McGowan, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; and Nicole Goodman, Bureau Assistant; Kelly Niesen, Credentialing

CALL TO ORDER

Linda Verbecken, Chair, called the meeting to order at 10:04 a.m. A quorum of 10 members was present.

ADOPTION OF AGENDA

Amendment to Agenda:

- Closed Session: Under Review and Consideration of Appraisal Experience and Appraisal Reports add 16. Tracy Ward – Cert. Residential

MOTION: Donald Chudnow moved, seconded by Greg Landretti, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF JANUARY 22, 2009 MINUTES

MOTION: Greg Landretti moved, seconded by Frank Hopp, to approve the minutes of January 22, 2009 as written. Motion carried unanimously.

ELECTION OF OFFICERS FOR 2009

MOTION: Anthony Hearn moved, seconded by Frank Hopp, to nominate Linda Verbecken as Chair, Frank Hopp as Vice Chair, and Donald Chudnow as Secretary. Motion carried unanimously.

**ADMINISTRATIVE REPORT
YOLANDA MCGOWAN, BUREAU DIRECTOR**

Yolanda McGowan informed the Committee that Board Services has a new Division Administrator, Gail Sumi.

LEGISLATION AND ADMINISTRATIVE RULES

Ruby Jefferson-Moore informed the Committee that legislation is being drafted by the City of Milwaukee to make it mandatory for real estate appraisers to be licensed in Wisconsin.

The Committee requested that licensure of appraisal management companies be placed on the next agenda.

Linda Verbecken reported the survey results from the last meeting to the Committee.

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

The Committee discussed Fannie Mae's seller guide amendments.

Ruby Jefferson-Moore informed the Committee that the Real Estate Appraisers Board discussed whether or not the Appraisal Standards Board should have guidelines for using the listing price when doing comparables. Ruby Jefferson-Moore notified the Committee that they may be seeing applicants using the listing price when doing comparables.

Discussion of Appraisal Standards Board Revision of USPAP for the 2010-2011 Third Exposure Draft

The Committee reviewed the Appraisal Standards Board revision of USPAP for the 2010-2011 third exposure draft. They focused on Standard 3: Appraisal Review, Development and Reporting. The Committee will not be submitting any recommended changes but were encouraged to submit recommendations individually.

The Appraisal Standards Board will be holding a meeting on April 3, 2009 to adopt the final exposure draft.

The Committee requested that review of Appraisal Review form # 2709 be placed on the next agenda for review and discussion. Linda Verbecken will send Yolanda McGowan a copy of a recommended appraisal review form for the Committee to review at the next meeting.

The Committee requested that discussion of Appraisal Standards Board revision of USPAP for the 2010-2011 final draft be placed on the next agenda.

Anthony Hearn was excused.

MISCELLANEOUS INFORMATION/CORRESPONDENCE

Donald Chudnow and Frank Hopp attended a conference with MLS in Milwaukee. MLS has improved their statistical analysis functions in order for appraisers to fill out the new Fannie Mae form. The Committee requested that update on MLS be placed on the next agenda.

Yolanda McGowan will reduce the Committee's policy on attendance and submission of reviewer's appraisal reports to writing and provide at the next meeting for review and discussion.

CLOSED SESSION

MOTION: Greg Landretti moved, seconded by Donald Chudnow, 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: Ursula Volk-yes; Thomas Kneesel-yes; Greg Landretti-yes; Frank D. Hopp-yes; Donald Chudnow-yes, Linda Verbecken-yes, David Wagner-yes, Larry Nicholson-yes; Gary Gruenisen-yes. Motion carried unanimously.

Open Session recessed at 12:10 p.m.

RECONVENE TO OPEN SESSION

MOTION: Larry Nicholson moved, seconded by David Wagner, to reconvene into Open Session at 1:34 p.m. Motion carried unanimously.

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

APPRAISAL REPORTS REVIEWED ON MARCH 3, 2009

TONI BLAHA – CERT. RESIDENTIAL

MOTION: Donald Chudnow moved, seconded by Greg Landretti, to recommend that the Department deny Toni Blaha's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

THOMAS DIX – AQB

MOTION: Larry Nicholson moved, seconded by Ursula Volk, to recommend that the Department table Thomas Dix's application. Motion carried unanimously.

KAREN ELLIS - LICENSED

MOTION: Frank Hopp moved, seconded by Greg Landretti, to recommend that the Department approve Karen Ellis' appraisal reports as submitted with coaching comments. Motion carried unanimously.

ANNE FOGLE – CERT. RESEDENTIAL

MOTION: Greg Landretti moved, seconded by Donald Chudnow, to recommend that the Department issue a notice of intent to deny Anne Fogle's appraisal reports subject to receipt of two additional reports that complies with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

GERAD GAGE - AQB

MOTION: Ursula Volk moved, seconded by Donald Chudnow, to recommend that the Department approve Gerad Gage's appraisal reports as submitted. Motion carried unanimously.

BRETT HALL – CERT. RESIDENTIAL

MOTION: David Wagner moved, seconded by Frank Hopp, to recommend that the Department approve Brett Hall's appraisal reports as submitted. Motion carried unanimously.

MICHELLE HAYES – LICENSED

MOTION: Greg Landretti moved, seconded by Gary Gruenisen, to recommend that the Department deny Michelle Hayes' appraisal reports as submitted because the reports do not comply with USPAP and refer supervisor to DOE. Motion carried unanimously.

MICHAEL OSKEY- AQB

MOTION: Donald Chudnow moved, seconded by Frank Hopp, to recommend that the Department table Michael Oskey's application. Motion carried unanimously.

DIANE PARTAK – CERT. RESIDENTIAL

MOTION: Tom Knessel moved, seconded by Larry Nicholson, to recommend that the Department approve Diane Partak's appraisal reports as submitted. Motion carried unanimously.

DANIEL PEDERSON - LICENSED

MOTION: Donald Chudnow moved, seconded by Frank Hopp, to recommend that the Department approve Daniel Pederson's appraisal reports as submitted with coaching comments. Motion carried unanimously.

CHRISTOPHER SCHROER – CERT. RESIDENTIAL

MOTION: Thomas Knessel moved, seconded by Ursula Volk, to recommend that the Department approve Christopher Schroer's appraisal reports as submitted with coaching comments. Motion carried unanimously.

QUINLAN THOMAS – CERT. GENERAL

MOTION: Greg Landretti moved, seconded by Gary Gruenisen, to recommend that the Department deny Quinlan Thomas' appraisal reports as submitted

because the reports do not comply with USPAP. Motion carried unanimously.

SUSAN TRANBERG – CERT. RESIDENTIAL

MOTION: Frank Hopp moved, seconded by Donald Chudnow, to recommend that the Department approve Susan Tranberg's appraisal reports as submitted. Motion carried unanimously.

SARA VAN VONDEREN - LICENSED

MOTION: Gary Gruenisen moved, seconded by Greg Landretti, to recommend that the Department table Sara Van Vonderen's application. Motion carried unanimously.

KAREN WHITE – LICENSED

MOTION: Gary Gruenisen moved, seconded by Greg Landretti, to recommend that the Department issue a notice of intent to deny Karen White'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.

TRACY WARD – CERT. RESIDENTIAL

MOTION: Frank Hopp moved, seconded by Donald Chudnow, to recommend that the Department approve Tracy Ward's appraisal reports as submitted with coaching comments. Motion carried unanimously.

PUBLIC COMMENTS

None.

ADJOURNMENT

MOTION: David Wagner moved, seconded by Greg Landretti to adjourn the meeting at 1:39 p.m. Motion carried unanimously.