

**REAL ESTATE APPRAISERS BOARD  
MEETING MINUTES  
February 11, 2015**

**PRESENT:** Marla Britton, Scott Brunner (*via teleconference*), Carl Clementi (*via teleconference*), Lawrence Nicholson, Henry Simon

**ABSENT:** Jose Perez

**STAFF:** Tom Ryan, Executive Director; Taylor Thompson, Bureau Assistant; and other Department staff

**CALL TO ORDER**

Lawrence Nicholson, Chair, called the meeting to order at 9:32 A.M. A quorum of five (5) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments:**

- A Proposed Stipulation, Final Decision and Order was added after the preparation of the agenda.

**MOTION:** Marla Britton moved, seconded by Henry Simon, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Henry Simon moved, seconded by Carl Clementi, to approve the minutes of November 12, 2014 as published. Motion carried unanimously.

**ELECTION OF OFFICERS**

**BOARD CHAIR**

**NOMINATION:** Marla Britton nominated Lawrence Nicholson for the Office of Board Chair.

Tom Ryan called for other nominations three (3) times.

Lawrence Nicholson was elected as Chair by unanimous vote.

**VICE CHAIR**

**NOMINATION:** Henry Simon nominated Carl Clementi for the Office of Vice Chair.

Tom Ryan called for other nominations three (3) times.

Carl Clementi was elected as Vice Chair by unanimous vote.

## SECRETARY

**NOMINATION:** Henry Simon nominated Scott Brunner for the Office of Secretary.

Tom Ryan called for other nominations three (3) times.

Scott Brunner was elected as Secretary by unanimous vote.

2015 OFFICERS	
<b>Board Chair</b>	Lawrence Nicholson
<b>Vice Chair</b>	Carl Clementi
<b>Secretary</b>	Scott Brunner

## APPOINTMENT OF LIAISONS

2015 LIAISON APPOINTMENTS	
<b>Monitoring Liaison</b>	<b>Carl Clementi</b> <i>Alternate: Marla Britton</i>
<b>Continuing Education Liaison</b>	<b>Lawrence Nicholson;</b> <i>Alternate: Marla Britton</i>
<b>Credentialing Liaison</b>	<b>Carl Clementi;</b> <i>Alternate: Marla Britton</i>
<b>DLSC Liaison</b>	NONE
<b>Education and Exams Liaison</b>	<b>Lawrence Nicholson;</b> <i>Alternate: Carl Clementi</i>
<b>Legislative Liaison</b>	<b>Lawrence Nicholson;</b> <i>Alternate: Carl Clementi</i>
<b>Travel Liaison</b>	<b>Lawrence Nicholson;</b> <i>Alternate: Carl Clementi</i>
<b>Website Liaison</b>	<b>Scott Brunner;</b> <i>Alternate: Henry Simon</i>
<b>Rules Liaison</b>	<b>Carl Clementi;</b> <i>Alternate: Marla Britton</i>
<b>Professional Assistance Procedure Liaison</b>	<b>Henry Simon;</b> <i>Alternate: Scott Brunner</i>
<b>ASC and AQB Liaison</b>	<b>Carl Clementi;</b> <i>Alternate: Lawrence Nicholson</i>
<b>REA Application Advisory Committee Chair</b>	<b>Marla Britton;</b> <i>Alternate: Carl Clementi</i>
<b>Screening Panel</b>	NONE

**MOTION:** Henry Simon moved, seconded by Marla Britton, to affirm the Chair's appointment of liaisons for 2015. Motion carried unanimously.

## **DELEGATED AUTHORITY MOTIONS**

**MOTION:** Scott Brunner moved, seconded by Henry Simon, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, and to act where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

**MOTION:** Marla Britton moved, seconded by Henry Simon, that the Board delegates authority to the Chair, highest ranking officer, or longest serving member of the Board, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

**MOTION:** Marla Britton moved, seconded by Scott Brunner, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.

**MOTION:** Scott Brunner moved, seconded by Marla Britton, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor' document as presented. Motion carried unanimously.

## **SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S)**

### **AARO SPRING 2015 CONFERENCE – MAY 1-3, 2015 – NASHVILLE, TN**

**MOTION:** Marla Britton moved, seconded by Henry Simon, to designate Lawrence Nicholson to attend the Association of Appraiser Regulatory Officials (AARO) Spring 2015 Conference on May 1-3, 2015, in Nashville, Tennessee, and to authorize travel. Motion carried unanimously.

## **DESIGNATION OF PRESIDING OFFICER TO ATTEND CLOSING CONFERENCE OF ASC AUDIT**

**MOTION:** Marla Britton moved, seconded by Henry Simon, to designate Lawrence Nicholson to attend the closing conference of the ASC Audit, and to authorize travel. Motion carried unanimously.

## **CLOSED SESSION**

**MOTION:** Henry Simon moved, seconded by Scott Brunner, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Marla Britton - yes; Scott Brunner - yes; Carl Clementi - yes; Lawrence Nicholson - yes; Henry Simon - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:55 A.M.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Marla Britton moved, seconded by Henry Simon, to reconvene in Open Session at 12:45 P.M. Motion carried unanimously.

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

**MOTION:** Marla Britton moved, seconded by Henry Simon, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

## **PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS**

### **12 APP 081**

#### **RONALD A. FUHRMANN**

**MOTION:** Marla Britton moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 12 APP 081 – Ronald A. Fuhrmann. Motion carried unanimously.

### **12 APP 082**

#### **BETH M. DARST**

**MOTION:** Marla Britton moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 12 APP 082 – Beth M. Darst. Motion carried unanimously.

### **12 APP 084 AND 13 APP 094**

#### **RONALD A. WRIGHT**

**MOTION:** Marla Britton moved, seconded by Henry Simon, to table the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 12 APP 084 and 13 APP 094 – Ronald A. Wright. Motion carried unanimously.

**13 APP 006**  
**PATRICK J. COLLINS**

**MOTION:** Marla Britton moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 006 – Patrick J. Collins. Motion carried unanimously.

**13 APP 008 AND 13 APP 045**  
**ALLEN L. BAEHR**

**MOTION:** Marla Britton moved, seconded by Henry Simon, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 008 and 13 APP 045 – Allen L. Baehr. Motion carried unanimously.

**13 APP 009**  
**LARRY W. FOLTZ**

**MOTION:** Carl Clementi moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 009 – Larry W. Foltz. Motion carried unanimously.

**13 APP 016**  
**KATHLEEN M. MCCARTAN**

**MOTION:** Marla Britton moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 016 – Kathleen M. McCartan. Motion carried unanimously.

**13 APP 037**  
**KELLY J. BERRIMAN**

**MOTION:** Henry Simon moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 037 – Kelly J. Berriman. Motion carried unanimously.

**13 APP 044**  
**DAWN A. DORSHA**

**MOTION:** Marla Britton moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 044 – Dawn A. Dorsha. Motion carried unanimously.

**13 APP 047**  
**JACK C. LIDBETTER**

**MOTION:** Marla Britton moved, seconded by Carl Clementi, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 13 APP 047 – Jack C. Lidbetter. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Carl Clementi moved, seconded by Scott Brunner, to adjourn the meeting.  
Motion carried unanimously.

The meeting adjourned at 12:47 P.M.