



**VIRTUAL MEETING/TELECONFERENCE
REAL ESTATE APPRAISERS BOARD
Room 121C, 1400 East Washington Avenue, Madison
Contact: Tom Ryan (608) 266-2112
May 7, 2014**

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) Adoption of Agenda**
- B) Welcome New Members**
- C) Approval of Minutes of February 12, 2014**
- D) Appointments/Reappointments/Confirmations**
 - 1) Linda Steinke
- E) Administrative Updates**
 - 1) Staff Updates
- F) Legislative/Administrative Rule Matters:**
 - 1) Status of Statute and Administrative Rule Matters
 - 2) Mandatory Appraiser Licensing Legislation
 - 3) Appraisal Management Company (AMC) Legislation
 - 4) Background Checks
- G) Real Estate Appraiser 2015 Licensing Changes – Board Discussion**
 - 1) **APPEARANCE** – Carolann Puster, Division of Professional Credential Processing
- H) Association of Appraisal Regulatory Officials (AARO) Matters**
 - 1) Report by DLSC Attorney Sarah Norberg on the AARO Spring Conference
 - a) **APPEARANCE** (optional) – Sarah Norberg, DLSC Attorney

- I) **2011-2013 Real Estate Appraiser Continuing Education Audit Report**
 - 1) **APPEARANCE** – Peter Schramm, Department Continuing Education Specialist

- J) **Level 1 Investigator Training Course**

- K) **Speaking Engagement(s), Travel, or Public Relation Request(s)**

- L) **Items Added After Preparation of Agenda:**
 - 1) Introductions, Announcements and Recognition
 - 2) Administrative Updates
 - 3) Education and Examination Matters
 - 4) Credentialing Matters
 - 5) Practice Matters
 - 6) Legislation/Administrative Rule Matters
 - 7) Liaison Report(s)
 - 8) Informational Item(s)
 - 9) Disciplinary Matters
 - 10) Presentations of Petition(s) for Summary Suspension
 - 11) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
 - 12) Presentation of Proposed Decisions
 - 13) Presentation of Interim Order(s)
 - 14) Petitions for Re-Hearing
 - 15) Petitions for Assessments
 - 16) Petitions to Vacate Order(s)
 - 17) Petitions for Designation of Hearing Examiner
 - 18) Requests for Disciplinary Proceeding Presentations
 - 19) Motions
 - 20) Petitions
 - 21) Appearances from Requests Received or Renewed
 - 22) Speaking Engagement(s), Travel, or Public Relation Request(s)

- M) **Public Comments**

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.).

N) Presentation and Deliberation on Proposed Stipulations, Final Decisions and Orders by the Division of Legal Services and Compliance (DLSC):

- 1) Jennifer J. Simpson – 14 APP 015
 - a) Case Advisor: Lawrence Nicholson
- 2) Mary P. Bushong – 14 APP 018
 - a) Case Advisor: Lawrence Nicholson
- 3) Brian W. Willard – 14 APP 020
 - a) Case Advisor: Lawrence Nicholson
- 4) Ryan D. Herlofsky – 14 APP 022
 - a) Case Advisor: Lawrence Nicholson
- 5) Beth M. Darst – 14 APP 024
 - a) Case Advisor: Lawrence Nicholson
- 6) Steven C. Ogasawara – 14 APP 025
 - a) Case Advisor: Lawrence Nicholson
- 7) Gary R. Krause – 14 APP 014
 - a) Case Advisor: Lawrence Nicholson
- 8) Carol A. Leygraaf – 14 APP 009
 - a) Case Advisor: Lawrence Nicholson

O) Monitoring Matters

- 1) Terrence R. Christ – Request for Modification
- 2) Daniel R. Heffron – Request to Rescind Motion

P) Presentation and Deliberation on Administrative Warnings

- 1) 14 APP 019 (R.T.M)
- 2) 14 APP 021 (K.R.B.)

Q) Case Status Report

R) Case Closing(s)

- 1) 14 APP 011 (J.S.W.T.)
- 2) 14 APP 012 (E.M.V.)

S) Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Disciplinary Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petition(s) for Summary Suspensions
- 7) Proposed Stipulations, Final Decisions and Orders
- 8) Administrative Warnings
- 9) Proposed Decisions
- 10) Matters Relating to Costs
- 11) Complaints
- 12) Case Closings
- 13) Case Status Report
- 14) Petition(s) for Extension of Time
- 15) Proposed Interim Orders
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions

- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

T) Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- U) Open Session Items Noticed Above not Completed in the Initial Open Session
- V) Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- W) Ratification of Licenses and Certificates

ADJOURNMENT

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.