

**STATE COMMISSION OF REAL ESTATE APPRAISERS, APPRAISAL
MANAGEMENT COMPANIES, AND HOME INSPECTORS
BUSINESS MEETING MINUTES**

DATE: April 10, 2018

TIME: 10:30 a.m.

PLACE: 500 N. Calvert Street
2nd Floor Conference Room
Baltimore, Maryland 21202

PRESENT: Commissioner Steven O'Farrell, Chair
Commissioner George Fair, Vice-Chair
Commissioner Joseph Berk
Commissioner Terry Dunkin (via conference call)
Commissioner Anatol Polillo
Commissioner Mike Ranelli
Commissioner James Smith

ABSENT: Commissioner John Hamilton
Commissioner Harold Huggins
Commissioner Helen Won
Commissioner Christopher Daniell

OTHERS PRESENT: Patricia Schott, Executive Director
Susan Cherry, Assistant Attorney General
Noraida Lozano, Board Secretary
Claire Brooks, Appraisal Subcommittee
Vicki Metcalf, Appraisal Subcommittee

Call To Order

Commissioner O'Farrell called the regular meeting of the Commission of Real Estate Appraisers, Appraisal Management Companies, and Home Inspectors to order at 10:40 a.m.

Approval of Minutes

The minutes of the business meeting held on February 13, 2018 were approved without corrections. A Motion was made by Commissioner Smith, seconded by Commissioner Polillo and by unanimous vote carried that the minutes of the business meeting be approved without corrections.

Real Estate Appraiser Complaint Committee Report

Commissioner O'Farrell reported to the Commission that the Appraiser Complaint Committee met prior to the public meeting and reviewed many items of business, which had been placed before the Committee. The disposition of which was as follows:

- Complaints - 11 cases were reviewed;
2 cases were dismissed;
3 cases were referred to precharge review; and
6 cases were tabled.

The Appraiser Complaint Committee met prior to the public meeting in Executive Session, pursuant to General Provisions Article, Md. Code Ann., §3-305(b)(7), to receive the advice of counsel regarding the above-mentioned matters. A Motion was made by Commissioner Dunkin and seconded by Commissioner Smith that the Commission accept the report and recommendations of the Appraiser Complaint Committee. This motion passed by a unanimous decision.

Appraiser Education/Application Committee Report

Commissioner O’Farrell reported that the Appraiser Education Committee met on this date and reviewed 11 courses and approved 11 courses. A Motion was made by Commissioner Polillo, seconded by Commissioner Smith and unanimously carried that the Commission accept the recommendations of the Real Estate Appraiser Education Committee.

Home Inspector Complaint Committee Report

Commissioner Fair reported that the Home Inspector Complaint Committee met prior to the public meeting and reviewed 8 items of business, which had been placed before the Committee. The disposition of which was as follows:

- Complaints - 6 cases were closed;
1 case was referred to precharge review; and
1 case was rejected based on its age and the lack of merit

The Home Inspector Complaint Committee met prior to the public meeting in Executive Session, pursuant to General Provisions Art., Md. Code Ann., § 3-305(b)(7), to receive the advice of counsel regarding the above-mentioned matters. A Motion was made by Commissioner Polillo, seconded by Commissioner Berk and unanimously carried that the Commission accept the recommendations of the Home Inspector Complaint Committee.

Appraisal Subcommittee

Chairman O’Farrell introduced Appraisal Subcommittee (“ASC”) Policy Managers, Claire Brooks and Vicki Metcalf to the Commission. Policy Manager Claire Brooks provided the Commission with a presentation that explained the role of the ASC as the federal oversight agency of the Commission. Ms. Brooks explained that the ASC oversees the real estate appraisal process as it relates to federally related transactions as defined in FIRREA, Title XI. The ASC performs periodic compliance reviews of each State’s licensing program to determine its compliance with Title XI, and adherence to the Policy Statements issued by the ASC, which reflect the general framework that the ASC uses in reviewing a State’s program. The ASC is authorized to rescind authority to issue appraiser certifications and licenses from States whose policies, practices, funding, staffing, or procedures are found to be inconsistent with Title XI.

Ms. Brooks explained that at the completion of the ASC’s review Ms. Schott and any person who

wishes to attend this exit meeting will be advised of its preliminary findings. Those findings will be put into a written report that will be issued to the Commission for a response that is due within 60 days of the Commission's receipt of the report. Thereafter, a final report will be issued and published on the ASC's website.

Adjournment

There being no further business to discuss, a Motion was made by Commissioner Fair, seconded by Commissioner Dunkin and unanimously carried that the meeting adjourn. The meeting adjourned at 11:30 a.m.

_____ Approved without corrections

_____ Approved with corrections

Original signature on file
Steven O'Farrell, Chairperson

Date