

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
July 1, 2014**

The meeting was called to order by Gerald Rasmussen, Commissioner, at 8:30 a.m. in Room-101 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: Sean T. Hagearty (Cert. Gen. App. - 2nd District)
Gerald Rasmussen (Cert. Gen. App. – 4th District)
Nicholas J. Tetreault (Cert. Gen. App. - 3rd District)
John J. Galvin Jr. (Cert. Gen. App. – 5th District)
Norris Hawkins (Public Member - 1st District)

Commission Members Absent: Christopher Italia, Chairman (Cert. Gen. App. - 1st District)

Commission Vacancies: Public Member
Public Member

Commission Counsel Present: Alan N Ponanski, Assistant Attorney General

DCP Staff Present: Linda Kieft-Robitaille Richard Maloney
Vicky Bullock Michael Rosenthal
Robin Washbond Ryan Powers

Public Present: Vicki Metcalf
Neal Fenochietti
William Henry

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax: (860) 713-7230.

Department of Consumer Protection Web Site: www.ct.gov/dcp

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MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to approve the minutes of the June 11, 2014 Connecticut Real Estate Appraisal Commission meeting.

SWEARING IN OF NEW MEMBER, JOHN J. GALVIN JR.

Attorney Vicky Bullock swore in John J. Galvin Jr., as a new member of the Connecticut Real Estate Appraisal Commission.

The Commission members and staff congratulated Mr. Galvin on his appointment.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None

LEGAL

William Henry

The Commission took no action on this matter today so that they can further review the documents provided to make a determination as to what extent the Department's Order was followed by Mr. Henry.

NEW BUSINESS

Presentation from the Appraisal Subcommittee (ASC)

The Commission welcomed Policy Managers Vicki Metcalf and Neal Fenochietti, of the Appraisal Subcommittee (ASC).

After a brief introduction, Vicki Metcalf provided the Commission with a copy of the 2015 AQB Criteria and the 2013 ASC Annual Report as reference to the significant changes effective January 1, 2015 and she summarized the new rating system as well as the revised Policy Statements.

Ms. Metcalf explained that the Compliance Review was not complete but presented the preliminary findings and discussed the issues that were found in the areas of Statutes and Regulations, National Registry and Education. Additionally, Ms. Metcalf stated that the areas of Application Process, Temporary Practice, Reciprocity and Enforcement looked good.

Ms. Metcalf also reported on the implementation of the new *Appraisal Complaint National Hotline* as a resource to help complainants determine the appropriate legal authority to receive their appraisal related complaints. Additionally, she stated that AMC's will soon become federally regulated and adding background checks to the requirements for appraisers becomes effective January 1, 2017.

OLD BUSINESS

1. Continuing Education Audit

Real Estate Intern Michael Rosenthal provided an update on the CE audit to the Commission. He reported that a total of 277 audit letters were mailed and 241 licensees responded. Fifteen licensees did not respond to the audit and twenty-one responded but were not in compliance. Examiner Linda Kieft-Robitaille reported that compliance meetings are scheduled for August 13, 2014.

2. Appraisal Statutes – School/Course Applications

Examiner Linda Kieft-Robitaille reported that the implementation of fees for school applications and course applications is effective today and she will be notifying providers of these changes. She further added that changes to the applications are being made and asked the Commission to provide any input they may have.

3. Department of Transportation/E.O.C. Appraisal Analysis

The Commission tabled this matter to the September meeting.

SCHOOL AND COURSE APPLICATIONS

Allterra Group, LLC

A Practical Guide to Appraisal Review (on-line) 7 hrs CE

The Appraisal and Real Estate School of Connecticut

Basic Appraisal Principles 30 hrs PL

Basic Appraisal Procedures 30 hrs PL

OnCourse Learning Corp., dba Career WebSchool

Basic Appraisal Procedures (on-line) 30 hrs PL

CT Chapter of the Appraisal Institute

New England Architecture & Valuation – Residential Properties 3 hrs CE

Greater Hartford Association of Realtors

CT Commercial Real Estate Conference 3 hrs CE

McKissock, LP

Appraisal Subject Matter Electives (on-line)	20 hrs PL
Statistics, Modeling and Finance (on-line)	15 hrs PL
Understanding Residential Construction (on-line)	7 hrs CE
Reviewer’s Checklist – Live Webinar	4 hrs CE

It was moved by Commissioner Tetreault, Commissioner Hawkins 2nd, and the motion carried to add the following courses to the agenda:

Appraisal Institute

Quantitative Analysis - Synchronous (on-line)	35 hrs PL
Quantitative Analysis - Synchronous (on-line)	18 hrs CE

Massachusetts Board of Real Estate Appraisers

Appraising Green Homes – Valuation Techniques	7 hrs CE
Appraising Green Homes – Construction Methods & Trends	7 hrs CE
Residential Report Writing and Case Studies	14 hrs CE
Foreclosure Basics for Appraisers (on-line)	7 hrs CE
Challenging Assignments for Residential Appraisers (on-line)	7 hrs CE
Mixed Use Properties	7 hrs CE
Residential Sales Comparison and Income Approaches	30 hrs PL

Van Education Center, LLC

Residential Site Valuation & Cost Approach (on-line)	15 hrs PL
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It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried to approve the above schools/courses as amended.

It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried to approve the WNY/Ontario Chapter of the Appraisal Institute seminar, ‘*Understanding the New Role of the Appraisal in Commercial Banking*’, for seven (7) hours continuing education subject to receipt of an application for the offering in CT, or notification from individuals taking the course out of state.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None

ADJOURN

It was moved by Commissioner Hagearty, Commissioner Galvin 2nd, and the motion carried to adjourn the meeting at 10:45 a.m.
Commissioner Hawkins departed at 10:35 a.m. and was not present for this motion.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, September 10, 2014 at 8:30 a.m. – Room 126