



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Real Estate

www.idfpr.com

JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
Director

**Illinois Department of Financial & Professional Regulation
Division of Real Estate
Real Estate Appraisal Administration and Disciplinary Board
("The Real Estate Appraisal Board")**

Open Minutes

Date: September 13, 2022

Call to Order: 10:07 a.m. – Jonathan Michie – Vice Chairperson

Location: Illinois Department of Financial and Professional Regulation (IDFPR)/Division of Real Estate (DRE) Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster.

Board Members Present: Doug Anderson, Sara Chambers, Gail Lissner, Cecelia Marlow, John McMahon, Katie McNally, Jonathan Michie, Ken Mrozek, Brian Weaver (Non-Voting)

Board Member Not Present: Patricia McGarr and Mike Morris

Staff Members Present: Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Jeremy Reed - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: TJ McCarthy and Edward Williams

	Discussion	Action
Call to Order	<p>Vice Chairperson Jonathan Michie called the meeting to order and read a mandatory statement regarding the Open Meetings Act. <i>This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster. All votes will be conducted by roll call, so each member's vote on each issue can be identified and recorded.</i></p> <p style="text-align: center;">Attendance Taken: Doug Anderson – present Sara Chambers - present Gail Lissner – present Cecelia Marlow - present John McMahon – present Katie McNally - present Jonathan Michie – present Ken Mrozek - present</p>	The meeting was called to order at 10:07 a.m.
Review and Approval of Board Minutes	<p>The Board reviewed the Open Minutes from the August 9, 2022, Appraisal Board meeting.</p> <p style="text-align: center;">Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Ken Mrozek - yes</p>	A motion was made by Anderson seconded by McMahon to approve the Open Minutes as presented from the August 9, 2022, Appraisal Board meeting. The motion carried by roll call vote.
Public Comments	There were no public comments.	

<p>Licensing and Education Report</p>	<p>The License Report for activity conducted in August 2022 was presented and discussed. A copy of the report is attached to and made a part of these minutes.</p> <p>Jeremy Reed thanked Mary Crocker once again for all of her hard work and he mentioned we are working to obtain a supporting employee to assist Mary Crocker.</p> <p>Mr. Reed informed the Board that the Federal Bureau of Investigations audited the Appraisal background check process and we performed very well.</p> <p>Mary Crocker mentioned, since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> 8 Education Courses 4 log audits 0 Out of State CE request 0 Non-Student Activity 4 Endorsement Applications 6 Application Reviews 	
<p>Investigations Report</p>	<p>The 2022 Investigations Report through the month of August 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p>	
<p>Prosecutions Report</p>	<p>The 2022 Prosecutions Report through the month of August 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p> <p>Geetu Naik thanked the Board for participating in informal conferences.</p>	
<p>Formal Hearing Schedule</p>	<p>There are no Formal Hearings scheduled</p>	
<p>Education Course Approval</p>	<p>Roll Call Vote Taken:</p> <ul style="list-style-type: none"> Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahan – yes 	<p>A motion was made by Mrozek and seconded by Lissner to recommend approval of the 8 Appraisal education courses reviewed by a Board member and presented by</p>

	<p style="text-align: center;">Katie McNally - yes Jonathan Michie – yes Ken Mrozek - yes</p> <p>Courses reviewed and approved by Sara Chambers:</p> <p>Appraisal Institute (QE) General Appraiser Report Writing and Case Studies, 30 hours</p> <p>Appraisal Institute (CE) Appraiser’s Guide to the Income Approach, 7 hours</p> <p>Courses reviewed and approved by Mike Morris:</p> <p>ASFMRA (QE) Eminent Domain (A250) 22 hours</p> <p>ASFMRA (CE) Eminent Domain (A250) 20 hours</p> <p>Course reviewed and approved by John Michie:</p> <p>Appraiser eLearning (CE) Diversifying Your Practice-Inside and Out, 7 hours</p> <p>Course reviewed and approved by Gail Lissner:</p> <p>Appraiser eLearning (CE) Appraising Limited Market Properties, 4 hours</p> <p>Course reviewed and approved by Doug Anderson:</p> <p>Appraiser eLearning (CE) 6 Six Appraiser Lawsuits and the Lessons from Each, 3 hours</p> <p>Course reviewed and approved by Pat McGarr:</p> <p>Chicago Chapter of the Appraisal Institute (CE) Complex Valuations, 7 hours</p>	<p>Mary Crocker. The motion carried by roll call vote.</p>
--	---	--

	<p>American Society of Appraisers (CE) 2022 International Conference, 14 hours</p> <p>McKissock (CE) Appraising Complex and Stigmatized Residential Properties-LW-7 hours</p> <p>Course reviewed and approved by Gail Lissner:</p> <p>Allterra Group (CE) 2022 Gold Standard Vegas, 7 hours</p> <p>Course reviewed and approved by Mike Morris:</p> <p>Appraiser eLearning (CE) Advanced Appraisal Review, 7 hours</p> <p>Course reviewed and approved by Pat McGarr: Chicago Chapter of the Appraisal Institute (CE) Complex Valuations, 7 hours</p>	
Old Business	There was no Old Business to discuss.	
New Business	<p>Susan Sigourney reminded the Board to complete the IDFPR's 2022 Annual mandatory training courses prior to October 7, 2022.</p> <p>The four Mandatory Training Courses that can be accessed on our OneNet Training Portal:</p> <ul style="list-style-type: none"> • Ethics Training Program for State Employees and Appointees • Harassment and Discrimination Prevention Training • Diversity, Equity, and Inclusion • Security Awareness Training 	

	Susan Sigourney informed the Board that if they have any issues with the training, please contact her.	
Motion to go into Closed Session	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Ken Mrozek – yes</p>	A motion was made by Lissner and seconded by Chambers to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:20 a.m. The motion carried by roll call vote.
Closed Session:	<p>The August 9, 2022, closed minutes were reviewed by the Board.</p> <p>There were no pending enforcement actions for the Board to deliberate.</p>	
Motion to go into Open Session	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Ken Mrozek – yes</p>	A motion was made by Mrozek and seconded by McNally to go into Open Session at 10:24 a.m. The motion carried by roll call vote.
Approval of August 9, 2022, Closed Minutes	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Ken Mrozek – yes</p>	A motion was made by Lissner and seconded by Anderson to approve the Appraisal Board Closed Minutes from August 9, 2022. The motion carried by roll call vote.
Recommendations		
The Board signed no Findings of Fact, Conclusions of Law	There were no cases for deliberation.	

<p>and Recommendation to the Director</p> <p>Orders</p>	<p>There were no Consent Orders for the Board to discuss in Closed Session.</p>	
<p>Adjournment</p>	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Ken Mrozek – yes</p> <p>The next meeting is scheduled for October 11, 2022.</p>	<p>A motion was made by Lissner and seconded by Mrozek to adjourn the meeting at 10:26 a.m. The motion carried by roll call vote.</p>

Licensing Report

Prepared by Jeremy N Reed

August 2022

Filtered By

- Board = APPRAISAL
- START DATE = 08/01/2022
- END DATE = 08/31/2022

9/1/2022 at 4:48:29 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	7	3	0	0	1,363
555	Licensed Appraiser Education Provider	0	0	0	0	0	19
556	Certified Residential Real Estate Appraiser	0	8	4	0	1	1,818
557	Associate Real Estate Trainee Appraiser	0	10	15	0	1	434
558	Appraisal Management Company	0	1	2	0	0	158
572	Temporary Practice Real Estate Appraiser	0	6	4	0	0	69
573	Licensed Appraiser Pre-Lic Course	0	1	2	0	0	113
575	Licensed Appraiser CE Course	0	8	8	0	0	414
Totals		0	41	38	0	2	4,388

8/1/2022 through 8/31/2022
Delivery Method: ALL

Illinois Real Estate Appraiser Program(ILRAP)

Test Program: Certified General Appraiser Examination - AC

Exam Type: Certified General Appraiser Examination - AC

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	2	1	50.0%	1	50.0%	0	0.0%	2
Repeater	2	1	50.0%	1	50.0%	0	0.0%	2
Total	4	2	50.0%	2	50.0%	0	0.0%	4

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	3	2	66.7%	1	33.3%	0	0.0%	3
Repeater	2	0	0.0%	2	100.0%	0	0.0%	2
Total	5	2	40.0%	3	60.0%	0	0.0%	5

