



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

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**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: December 12, 2023

Call to Order: 10:00 a.m. – Gail Lissner - Chairperson

Location: Illinois Department of Financial and Professional Regulation "IDFPR" /Division of Real Estate "DRE"  
555 West Monroe Street, 5<sup>th</sup> Floor, Conference Room 5C5  
Chicago, Illinois 60661  
And  
Via Interactive Video Conference at IDFPR  
320 West Washington Street, 3<sup>rd</sup> Floor, Conference Room 376  
Springfield, Illinois 62786

Board Members Present: Douglas Anderson, Sara Chambers, Gail Lissner, Cecelia Marlow, Jonathan Michie, Faiq Mihlar, Mike Morris, Ken Mrozek, Christopher Posey, Brian Weaver (Non-Voting)

Board Member Absent: Patricia McGarr

Staff Members Present: Adrienne Levatino – Associate General Counsel, Jeremy Reed – Deputy Director of the Division of Real Estate, Nathaniel Chandler - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Hector Rodriguez – Chief of Investigations, Jennifer Rossiter Moreno – Operations Manager, Mary Crocker – Appraisal Licensing and Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blaydes, Melissa Cannata, Scott DiBiasio, TJ McCarthy

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Call to Order</b>	<p>Chairperson Gail Lissner opened the meeting.</p> <p style="text-align: center;">Attendance Taken:            Douglas Anderson - present            Sara Chambers - present            Gail Lissner – present            Cecelia Marlow – present            Faiq Mihlar - present            Jonathan Michie - present            Mike Morris – present            Ken Mrozek – present            Christopher Posey – present</p> <p>Jeremy Reed announced that he has been promoted to Deputy Director of the Division of Real Estate and Nathaniel Chandler has been promoted to Chief of Licensing and Education of the Division of Real Estate. Jeremy Reed introduced Nathaniel (Nate) Chandler to the Board.</p>	<p>The meeting was called to order at 10:00 a.m.</p>
<b>Review and Approval of Board Minutes</b>	<p>The Board reviewed the Open Minutes from the November 14, 2023, Appraisal Board meeting.</p>	<p>A motion was made by Posey and seconded by Mrozek to approve the Open Minutes as presented from the November 14, 2023, Appraisal Board meeting. The motion carried.</p>
<b>Public Comments</b>	<p>TJ McCarthy recognized and congratulated Board member Chris Posey on earning his SRA designation with the Appraisal Institute.</p> <p>The other members of the public introduced themselves and there were no other comments.</p>	
<b>Licensing and Education Report</b>	<p>The Licensing Report for activity conducted in November 2023 was available in SharePoint for the Board to review. A copy of the report is attached to and made a part of these minutes.</p> <p>Nathaniel Chandler explained the 2023 continuing education (CE) audit has been begun. Mr. Chandler explained there were letters sent via email to those licensees for</p>	

	<p>which our system indicates they are deficient with their CE requirements for the 2023 appraisal renewal.</p> <p>Mr. Chandler explained that these licensees have 30 days to respond and provide proof of compliance with their CE requirements.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> <li>5 Education Courses</li> <li>5 log audits</li> <li>3 Out of State CE request</li> <li>0 Non-Student Activity</li> <li>8 Endorsement Applications</li> <li>0 Application Reviews</li> </ul>	
<b>Investigations Report</b>	<p>The 2022 Investigations Report through the month of November 2023 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.</p> <p>Hector Rodriguez informed the Board that one of the Investigators has left the agency and a new Investigator will start on December 18, 2023.</p>	
<b>Prosecutions Report</b>	<p>The 2022 Prosecutions Report through the month of November 2023 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.</p>	
<b>Formal Hearing Schedule</b>	<p>There were no formal hearings scheduled.</p>	
<b>Education Course Approval</b>	<p>Appraisal Course reviewed and approved by Doug Anderson:</p> <p>Appraiser eLearning (CE) Believe it or Not: Creating Credible and Supported Adjustments, 4 hours.</p>	<p>A motion was made by Posey and seconded by Michie to recommend approval of the 5 Appraisal Education applications reviewed by the Board members and presented by Mary Crocker. The motion carried.</p>

	<p>Appraisal Courses reviewed and approved by Sara Chambers:</p> <p>Appraiser eLearning (CE) 2024-2025 7 Hour National USPAP Update Course, 7 hours</p> <p>McKissock (QE) 2024- 15 Hour National USPAP Asynchronous, 15 hours</p> <p>The CE Shop (CE) A Review of Appraisal Approaches and Techniques Asynchronous, 14 hours</p> <p>Course approved reviewed and approved by John Michie:</p> <p>Appraisal Institute (CE) Valuation Bias: The Invisible Fence of Racial Discrimination Online, 5 hours</p>	
<b>Old Business</b>	There was no Old Business to discuss.	
<b>New Business</b>	There was no New Business to discuss.	
<b>Motion to go into Closed Session</b>	<p>Roll Call Vote Taken:</p> <p>Doug Anderson - yes</p> <p>Sara Chambers - yes</p> <p>Gail Lissner – yes</p> <p>Cecelia Marlow - yes</p> <p>Jonathan Michie – yes</p> <p>Faiq Mihlar - yes</p> <p>Mike Morris – yes</p> <p>Ken Mrozek – yes</p> <p>Christopher Posey – yes</p>	<p>A motion was made by Posey and seconded by Anderson to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:16 a.m. The motion carried by roll call vote.</p>
<b>Closed Session:</b>	<p>The November 14, 2023, closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	
<b>Motion to go into Open Session</b>		<p>A motion was made by Posey and seconded by Michie to go into</p>

<p><b>Approval of November 14, 2023, Closed Minutes</b></p> <p><b>Ratify Actions Taken in Closed Session</b></p> <p><b>Closed Minutes Remain Closed</b></p> <p><b>Recommendations</b></p> <p><b>The Board signed no Findings of Fact, Conclusions of Law, and Recommendation to the Director</b></p> <p><b>Orders</b></p>	<p>There were no cases for deliberation.</p> <p>One Consent to Administrative Supervision Order was reviewed and discussed in Closed Session.</p>	<p>Open Session at 10:25 a.m. The motion carried.</p> <p>A motion was made by Mrozek and seconded by Anderson to approve the Appraisal Board Closed Minutes from November 14, 2023. The motion carried.</p> <p>A motion was made by Posey and seconded by Chambers to ratify the Board's actions taken in Closed Session which includes Christopher Posey signing one Consent to Administrative Supervision Orders. The motion carried.</p> <p>A motion was made by Anderson and seconded by Posey that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried.</p> <p>The Board concurred in one Consent to Administrative Supervision Order.</p>
<p><b>Adjournment</b></p>	<p>The next meeting is scheduled for January 9, 2024.</p>	<p>A motion was made by Posey and seconded by Michie to adjourn the meeting at 10:27 a.m. The motion carried by roll call vote.</p>

# Licensing Report

# November 2023

Prepared by Jeremy N Reed

**Filtered By**

- Board = APPRAISAL
- START DATE = 11/01/2023
- END DATE = 11/30/2023

12/5/2023 at 2:09:00 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	5	3	0	5	1,332
555	Licensed Appraiser Education Provider	0	0	0	0	0	21
556	Certified Residential Real Estate Appraiser	0	3	7	0	5	1,686
557	Associate Real Estate Trainee Appraiser	0	12	8	0	0	319
558	Appraisal Management Company	0	0	0	0	0	133
572	Temporary Practice Real Estate Appraiser	0	5	3	0	0	28
573	Licensed Appraiser Pre-Lic Course	0	1	1	0	0	122
575	Licensed Appraiser CE Course	0	6	9	0	0	493
<b>Totals</b>		0	32	31	0	10	4,134

11/1/2023 through 11/30/2023  
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
Total	2	1	50.0%	1	50.0%	0	0.0%	2

**Test Program:** Certified Residential Appraiser Examination - AR

**Exam Type:** Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	5	1	20.0%	4	80.0%	0	0.0%	5
Total	5	1	20.0%	4	80.0%	0	0.0%	5





# APPRAISAL PROSECUTION REPORT 2023

## November

	Pending /Open Cases	AP cases less than 2 months	AP cases over 3 months	AP cases over 6 months	AP cases over 9 months	AP cases over 12 months	AP cases over 24 months	Formal Complaints Filed	Informal Conferences held	New Cases Rec'd	CLOSED	CLOSED Admin	CLOSED Admin Warn Letter	Closed CE with memo	CLOSED Formal Order	CLOSED: Consent Order	CLOSED: Non-Disc Order / CAS	IL Inc Tax	Motion for Rehearing filed
<b>JANUARY</b>	21	6	7	5	1	1	1	0	3	2	5	0	1	0	0	0	2	2	0
<b>FEBRUARY</b>	20	6	5	8	0	1	0	1	0	4	5	0	0	0	0	2	3	0	0
<b>MARCH</b>	23	12	4	6	0	1	0	1	4	8	5	1	1	0	0	1	0	2	0
<b>APRIL</b>	28	14	8	1	5	0	0	2	3	6	1	0	0	0	0	0	1	0	0
<b>MAY</b>	26	9	9	4	4	0	0	0	3	3	5	1	0	0	0	1	1	2	0
<b>JUNE</b>	28	7	13	3	5	0	0	0	2	6	4	1	0	0	0	0	2	1	0
<b>JULY</b>	24	7	7	5	1	4	0	0	3	2	6	2	0	0	0	1	1	2	0
<b>AUGUST</b>	24	8	6	7	1	2	0	0	2	6	6	0	0	0	0	2	2	2	0
<b>SEPTEMBER</b>	23	9	3	7	2	2	0	1	2	5	6	2	1	0	0	1	2	0	0
<b>OCTOBER</b>	22	6	7	5	2	2	0	0	3	3	4	3	1	0	0	0	0	0	0
<b>NOVEMBER</b>	18	5	5	2	4	2	0	1	4	3	7	0	0	0	1	1	5	0	0
<b>DECEMBER</b>											0								
<b>TOTAL</b>								6	29	48	54	10	4	0	1	9	19	11	0

NEW CASES		RECEIVED							Nov	
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP	petition for restoration	TOTAL
1	0	1	0	1	0	0	1	0	0	3