



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: June 14, 2022

Call to Order: 10:01 a.m. – Patricia McGarr – 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, Patricia McGarr, John McMahon, Jonathan Michie, Ken Mrozek, Brian Weaver (Non-Voting)

Board Member Not Present: Mike Morris and Katie McNally

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, Hector Rodriguez – Chief of Investigations, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Craig Capilla, Scott Dibiasio, TJ McCarthy, Edward Williams

	Discussion	Action
Call to Order	Chairperson Pat McGarr 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> Attendance Taken: Doug Anderson - present Sara Chambers - present Gail Lissner – present Cecelia Marlow - present Patricia McGarr - present John McMahon - present Jonathan Michie - present Ken Mrozek - present	The meeting was called to order at 10:01 a.m.
Review and Approval of Board Minutes	The Board reviewed the Open Minutes from the May 10, 2022, Appraisal Board meeting. Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes	A motion was made by Lissner seconded by McMahon to approve the Open Minutes as

	Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes	presented from the May 10, 2022, Appraisal Board meeting. The motion carried by roll call vote.
Public Comments	There were no public comments.	
Licensing and Education Report	The License Report for activity conducted in May 2022 was presented and discussed. A copy of the report is attached to and made a part of these minutes. Mr. Reed said we are working on AMC Annual Registry. Mary Crocker mentioned, since the last Board meeting, the following have been approved: 11 Education Courses, 2 log audits approved 0 Out of State CE request, 1 Non-Student Activity 6 Endorsement Applications 8 Application Reviews	
Investigations Report	The 2022 Investigations Report through the month of May 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.	
Prosecutions Report	The 2022 Prosecutions Report through the month of May 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There are no Formal Hearings scheduled	

Education Course Approval	Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes Courses reviewed and approved by Sara Chambers: Appraisal Institute (CE) Appraisal Institute Annual Conference – Day 1- August 2, 2022, 5 hours Appraisal Institute (CE) Appraisal Institute Annual Conference – Day 2- August 3, 2022, 5 hours Appraisal Institute (CE) Rapid Response Market Analysis in Volatile Markets, Online, 7 hours Appraisal Institute (CE) Expand Your Practice: Arbitration Do’s and Don’ts, Online, 7 hours Courses reviewed and approved by Pat McGarr: ASFMRA (CE) Timberland Valuation A Practical Overview, 4 hours Courses reviewed and approved by Mike Morris: ASFMRA (CE) Drainage Consideration for Managers & Appraisers, 4 hours	A motion was made by Mrozek and seconded by Lissner to recommend approval of the 11 Appraisal education courses reviewed by a Board member and presented by Mary Crocker. The motion carried by roll call vote.
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	Courses reviewed and approved by Gail Lissner: Appraisal Institute (QE) General Appraiser Report Writing & Case Studies-30 hours Appraisal Institute (CE) General Appraiser Report Writing & Case Studies – 28 hours Course reviewed and approved by Ken Mrozek: Appraisal Institute (CE) Practical Application of Fundamental Analysis, 7 hours Course reviewed and approved by Doug Anderson: Equity Education (CE) 2020-2022 7 Hour USPAP Update, 7 hours Course reviewed and approved by Jonathan Michie: McKissock (CE) Responding to a Reconsideration of Value, Live Webinar, 3 hours	
Old Business	TJ McCarthy requested clarification on the Department's position on USPAP being completed by the end of the month as it relates to the existing rules. Brian Weaver responded that this requirement is still part of the Rules, therefore, appraisers should comply with this requirement.	
New Business	Pat McGarr informed the Board that according to the Appraisal Coordinator, Brian Weaver, any QE course	

	submissions, so long as they have been pre-approved through the AQB's Course Approval Program, will no longer require a Board member's personal review. Pat McGarr mentioned there are three pre-investigation files that need to be reviewed by a Board member. Pat McGarr also mentioned the Board will elect a Chairperson and a Vice Chairperson at the next Appraisal Board meeting.	
Motion to go into Closed Session	Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes	A motion was made by Lissner 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.
Closed Session:	The May 10, 2022, closed minutes were reviewed by the Board. The Board deliberated on pending enforcement actions.	
Motion to go into Open Session	Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes	A motion was made by Lissner and seconded by Anderson to go into Open Session at 11:00 a.m. The motion carried by roll call vote.

Approval of May 10, 2022, Closed Minutes	Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes	A motion was made by Michie and seconded by Lissner to approve the Appraisal Board Closed Minutes from May 10, 2022. The motion carried by roll call vote. A motion was made by Mrozek seconded by Lissner to ratify the Board’s actions taken in Closed Session which includes Ken Mrozek authorizing his electronic signature as modified on the orders presented in Closed Session. The motion carried by roll call vote.
Recommendations	There were no cases for deliberation.	
The Board signed no Findings of Fact, Conclusions of Law and Recommendation to the Director		
Orders	There were four Consent to Administrative Supervision Orders reviewed and discussed in closed session. The Board received a report of the final actions by the Director of the following Consent Order previously signed by the Board: 2020-03814 Jeremy Hall	The Board signed 4 Consent to Administrative Supervision Orders.

Adjournment	Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes Jonathan Michie - yes Ken Mrozek - yes The next meeting is scheduled for July 12, 2022.	A motion was made by Lissner and seconded by Anderson to adjourn the meeting at 11:03 a.m. The motion carried by roll call vote.
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Licensing Report

Prepared by Jeremy N Reed

May 2022

Filtered By

- Board = APPRAISAL
- START DATE = 05/01/2022
- END DATE = 05/31/2022

6/1/2022 at 11:29:18 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	6	4	0	2	1,343
555	Licensed Appraiser Education Provider	0	0	0	0	0	20
556	Certified Residential Real Estate Appraiser	0	3	4	0	5	1,803
557	Associate Real Estate Trainee Appraiser	0	13	14	0	0	395
558	Appraisal Management Company	0	0	3	0	0	161
572	Temporary Practice Real Estate Appraiser	0	11	8	0	0	51
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	120
575	Licensed Appraiser CE Course	0	2	6	0	0	410
Totals		0	35	39	0	7	4,303

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	6	3	50.0%	3	50.0%	1	14.3%	7
Repeater	5	1	20.0%	4	80.0%	0	0.0%	5
Total	11	4	36.4%	7	63.6%	1	8.3%	12

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	12	8	66.7%	4	33.3%	1	7.7%	13
Repeater	11	2	18.2%	9	81.8%	1	8.3%	12
Total	23	10	43.5%	13	56.5%	2	8.0%	25

Investigations Report

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MAY

	Pending /Open Cases	AP cases less than 3 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	Child Support	Motion for Rehearing filed
JANUARY	19	6	9	0	0	3	1	1	3	2	4	0	0	0	0	1	2	1	0	0
FEBRUARY	16	6	6	1	0	2	1	0	2	5	8	1	0	0	0	1	4	2	0	0
MARCH	17	8	5	1	0	1	2	0	0	6	5	3	0	0	0	0	0	2	0	0
APRIL	15	6	4	3	0	1	1	0	2	4	6	2	0	0	0	0	2	1	0	1
MAY	14	5	6	2	0	0	1	0	4	3	4	1	1	0	0	1	1	0	0	0
JUNE											0									
JULY											0									
AUGUST											0									
SEPTEMBER											0									
OCTOBER											0									
NOVEMBER											0									
DECEMBER											0									
TOTAL								1	11	20	27	7	1	0	0	3	9	6	0	1

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