



State of Idaho
Division Of Occupational and Professional Licenses
Idaho Board of Real Estate Appraisers

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Minutes of 03/06/2023

Board Members	Eric Brinton, Chair	Division	MiChell Bird, Executive Officer
Present:	Paul Morgan	Staff:	Lea Kear, Legal Counsel
	Jody Graham		Jesama Rosensweig, Licensing Supervisor
	Brent Stanger		Carlotta Zito, Board Support Specialist
	Jane McClaran		

The meeting was called to order at 9:03 AM MT by Eric Brinton.

APPROVAL OF 01/30/2023 MINUTES

A motion was made and seconded to approve the 01/30/2023 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Open Meeting Law Update: Legal Counsel Lea Kear asked to defer this topic to the April meeting; providing her an opportunity to further study all policy statements.

Division Honoraria Policy: The Division's Honoraria policy was presented for Board member review.

BOARD BUSINESS

PAREA Presentation: Shawn Telford, Appraiser Qualifications Board (AQB) member, gave a PowerPoint presentation titled *Practical Applications of Real Estate Appraisal – PAREA*.

Clarification of Supervisor Observation of Trainee: A personal inspection is a physical observation performed to assist in identifying relevant property characteristics in a valuation service; however, the Uniform Standards of Professional Appraisal Practice does not require the supervisor to actually be at the inspection with the trainee but must contain a signed certification that clearly states whether the appraiser has or has not personally inspected the subject property.

Updated Work Product Review Checklist: Board Member Jody Graham suggested several changes to the Work Product Review Checklist. A motion was made and seconded to accept the suggested revisions. The motion carried unanimously.

EXECUTIVE SESSION – APPLICANT

Motion to Enter Executive Session: A motion was made and seconded for the Board to enter executive session under Idaho Code § 74-206 (1)(d) to consider records that are exempt from disclosure under the Public Records Act, Idaho Code § 74-106(9). Roll call: Eric Brinton - aye,

Paul Morgan - aye, Jody Graham - aye, Brent Stanger - aye, and Jane McClaran - aye. The motion carried unanimously.

Motion to Exit Executive Session: A motion was made and seconded to exit Executive Session. The motion carried unanimously.

Application Review: The Board reviewed applications REAA CRA-6061, REAA CRA-5974, REAA LRA-6102, and REAA CRA-6100. A motion was made and seconded to table REAA CRA-6061 and REAA LRA-6102, pending additional information; to approve REAA CRA-5974, subject to both the supervisor and the trainee signatures; and to table REAA CRA-6100 pending additional information and correction of scrivener's error.

Zero Based Regulation Review: Executive Officer MiChell Bird stated the purpose of Zero-Based Regulation. The Board reviewed suggested updates to the rules made by Legal Counsel Kear and Executive Officer Bird designed to eliminate duplicative or outdated requirements, remove unnecessary barriers, and increase the ease of readability of the administrative rules.

Public Comment: There were no public comments.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:10 PM.

Next meeting: 04/12/2023