



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

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Draft Minutes of 08/19/2024

Board Members	Eric Brinton, Chair	Division	MiChell Bird, Executive Officer
Present:	Brent Stanger	Staff:	Jill Randolph, Legal Counsel
	Jody Graham		Wendy Gutierrez, Financial Officer
	Jason Stewart		Jesama Rosensweig, Licensing Supervisor
	Mary May		Don Morse, Investigations Program Supervisor
			Jorge Perez, Board Support Specialist

The meeting was called to order at 9:23 AM MT by Chairman Eric Brinton.

APPROVAL OF 04/22/2024 MEETING MINUTES

A motion was made and seconded to approve the 04/22/2024 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Financial Officer (FO) Wendy Gutierrez provided a summary of work she has conducted in terms of the Board's financials. FO Gutierrez also outlined what she is currently working on including a five-year financial projection and scrutinizing fee allocations of the Boards expenses. Executive Officer (EO) MiChell Bird advised the Board that as the new system begins operating smoothly and the fee holiday ends, revenue is expected be more comparable to expenditures

Legislative Update: EO Bird informed the Board of the Biannual renewals, four-year implementation timeline, as well as her request to keep the ASCs on a one-year renewal.

BOARD BUSINESS

Election of Officers: Due to the agenda item not being an action item, the Board tabled the conversation for the next board meeting.

Complaint Report: Investigations Program Supervisor Don Morse provided a complaint report. Board Member Jody Graham offered to help with administrative review of future complaint cases.

AARO Fall Conference: EO Bird and Chairman Brinton will be attending the fall AARO conference. Board Member Jason Stewart will verify whether he will be able to attend the conference.

Licensing System Update: Licensing Supervisor Jesama Rosensweig provided an update on the implementation of the new Oasis licensing system.

Public Comment: There was no public comment.

EXECUTIVE SESSION – APPLICATION(S) & DISCIPLINE

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chairman Brinton-Aye, Board Member Graham-Aye, Board Member Stanger-Aye, Board Member May-Aye and Board Member Stewart-Aye. The motion carried unanimously.

A motion was made and seconded to leave executive session. The motion carried unanimously.

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Application(s):

A motion was made and seconded to approve applications CRA-REAA-6410 and CRA-1259140. The motion carried unanimously.

Motion re: Discipline:

A motion was made and seconded to close with an advisory letter case I-REA-2024-2. The motion carried unanimously.

A motion was made and seconded to modify as discussed in executive session case I-REA-2022-8. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:58 AM.

08/19/2024/jp