



State of Idaho

Division of Occupational and Professional Licenses Idaho Real Estate Appraisers Board

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

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Draft Minutes of 08/04/2025

Board Members Present:	Eric Brinton, Chair Jody Graham, Vice-Chair Mary May Brent Stanger	Division Staff Present:	MiChell Bird, Executive Officer Gus Tate, Legal Counsel Ryan Allstott, Licensing Sup. Don Morse, Investigations Sup. Craig Boyack, Investigator Skip Liddle, Investigations P.M. Charlotte Kovac, Board Sppt. Spc.
Board Members Absent:	Jason Stewart	Others Present:	Chelsea Kidney, Prosecuting Atty.

The meeting was called to order at 9:00AM MT by Chair Eric Brinton.

Approval of 06/23/2025 Minutes:

A motion was made and seconded to approve the June 23, 2025 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) MiChell Bird presented the Fiscal Year 2025, Quarter 4 Financial Report.

Administrator Russ Barron provided the Board with an overview of the purpose and use of the cash balance. Administrator Barron noted that, due to the transition to a biennial licensing period, the cash balance may fluctuate in the future; however, DOPL will ensure it remains at a healthy and sustainable level.

BOARD BUSINESS

2025 Board Meeting Dates: A motion was made and seconded to reschedule the October 6, 2025 meeting to September 22, 2025 and to schedule a new meeting on January 26, 2026. The motion carried unanimously.

Election of Officers: A motion was made and seconded to nominate Eric Brinton as Chair. The motion carried unanimously. A motion was made and seconded to nominate Jody Graham as Vice-Chair. The motion carried unanimously.

Fall 2025 AARO Conference Attendance: A motion was made to send Chair Brinton to the Fall 2025 Association of Appraiser Regulatory Officials (AARO) Conference. The motion

carried unanimously. A motion was made and seconded to also send either Vice Chair Jody Graham or Board Member Mary May to the Fall 2025 AARO Conference. The motion carried unanimously.

Open Meeting Laws: The DOPL 2025 Open Meeting Law Training was presented to the Board by Legal Counsel (LC) Gus Tate.

Experience Hours Log: EO Bird and Vice-Chair Graham will work together to outline an Experience Hours Log to present at the next Board Meeting.

Complaints-in-Progress Report: Investigations Supervisor Don Morse provided a status report to the Board on the complaints in progress.

Public Comment: There were no public comments.

EXECUTIVE SESSION

A motion was made and seconded for the Board to enter into 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. The motion carried unanimously.

Motion to Exit Executive Session: A motion was made and seconded to exit 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 a temporary permit for application 1706384. The motion carried unanimously.

Motion(s) re: Discipline:

A motion was made and seconded to close case numbers 1619430, 1667441 and 1726314. The motion carried unanimously.

A motion was made and seconded to close and issue an advisory letter to case numbers 1718041 and 1712093. The motion carried unanimously.

A motion was made and seconded to authorize the board's prosecuting attorney to initiate the negotiation of stipulation and consent orders with the terms discussed in executive session for case numbers 1514680 and 1524067 and to authorize the Chair to sign on behalf of the board. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:44 PM.