



State of Idaho

Division of Occupational and Professional Licenses

Idaho Board of Real Estate Appraisers

BRAD LITTLE
Governor
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Administrator

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Board Meeting Minutes of 08/24/2026

Board Members Present: Eric J. Brinton - Chair
Jody Graham
Jason Stewart
Brent L. Stanger

Division Staff: MiChell Bird, Executive Officer
Greg Loos, General Counsel
John Price, Investigative Unit Bureau Chief
Skip Liddle, Investigative Unit Manager
Liz McClung, Investigative Unit Manager
Candace Bishop, Investigative Unit Supervisor
Allegra Earl, Licensing Unit Manager
Ryan Allstott, Licensing Unit Supervisor
Jeannien DeWitt, Education Unit Specialist
Christian Runnalls, Board Support Specialist

Board Members Absent: Mary L. May

Others Present: Chelsea Kidney, Board Prosecutor

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

Approval of Minutes

A motion was made and seconded to approve the 05/18/2026 minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Ms. Bird presented the Board's financial report for the fourth quarter of FY2026.

State Travel Policy Update: Ms. Bird reviewed relevant changes to the Idaho State Travel Policy.

Universal Discipline Training: Mr. Loos presented training to the Board on the role and importance of public members appointed to regulatory boards.

BOARD BUSINESS

License Base Report: Mr. Allstott presented the licensing report.

ASC Compliance Review: Ms. Bird reviewed the findings from the Federal Compliance Review. She noted that DOPL has responded to the findings and outlined the improvements to investigations and licensing processes that will be implemented. Additionally, she mentioned that modifications to OASIS based on these findings will be carried out. Ms. Bird informed the group that the board is scheduled for another Federal Compliance Review in 2028.

Discipline Update: Mr. Liddle stated that the Investigations Unit aims to have no findings during the next Federal Compliance Review and to ensure full compliance with policy standards. Moving forward, all disciplinary cases will be presented to the Board in a timely manner. He also mentioned that staff will seek

guidance from the Board on pro reviewer cases and will work to standardize procedures. Additionally, they will hold pro reviewers accountable to Board standards. Ms. Kidney outlined that utilizing her as contracted counsel has reduced the Board's liability and minimized potential conflicts of interest.

Real Property Appraisal Qualification Criteria Proposed Changes: Ms. Bird stated she responded to the Appraisal Foundation and provided an explanation of the proposed revisions to the draft to the Board. She stated that the Appraisal Foundation is working to establish additional pathways and eliminate barriers to accreditation. Several states have requested an extension to submit their feedback on the draft. Ms. Bird stated Board members are encouraged to either email their comments to Ms. Bird for inclusion in their formal response or to respond directly to the draft itself.

Course Application Review: Ms. DeWitt explained the course application is before the Board because, although instructors must be certified appraisers, this conference offers courses taught by subject matter experts alongside certified appraisers, meeting all other criteria. The Board agreed that courses by subject matter experts remain beneficial to the profession.

A motion was made and seconded to approve the continuing education course as continuing education credits. Following discussion, the motion carried unanimously.

PUBLIC COMMENT

No public comment was given.

Executive Session

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 was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: Mr. Brinton, aye; Ms. Graham, aye; Mr. Stewart, aye; and Mr. Stanger, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

Discipline

A motion was made and seconded to close case numbers 2023658, 2018029, and 2004910. The motion carried unanimously.

A motion was made and seconded to close case numbers 1209554, 1223433, 1336411, and 2023834 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to authorize a negotiation of an agreement in lieu of discipline with the terms discussed in executive session for case numbers 545 and 028 and to authorize the Executive Officer to approve on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to authorize a negotiation of a Stipulation and Consent Order with the terms discussed in executive session for case number 258 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to approve the Consent Order in case number(s) XXX; XXX; and XXX and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

Applications

A motion was made and seconded to approve applications 2055220, 2083903, and 2123555. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 12:28 PM.

The next meeting is on 11/16/2026.

DRAFT