

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
ALASKA BOARD OF CERTIFIED REAL ESTATE APPRAISERS

CONDENSED MINUTES OF THE MEETING HELD 8/9/2022

Date:	August 9, 2022
Time:	10:05
Location:	Anchorage and Zoom
Attending:	Board Members: Ashlee Stetson, Val Kudryn, Leon McKean, Mae Hayes Staff: Sara Sather, Anna Gabriel Public: Scott DiBasio, David Wright, Jessica Waldrop
Absent:	n/a

1. August 9, 2022 Agenda	
Brief Discussion:	The Board discussed that the Division Update is not required during today's meeting due to the next quarter report not being available at this time. The Board did not have financial questions at this time nor did staff have other financial updates to report. It was agreed to remove this item from the agenda.
	Chair Stetson requested to add agenda #5 Appraisal Subcommittee Audit Summary to the agenda, as staff have recently received the observations from ASC and are available to provide a preliminary report.
	Motion presented to approve amended agenda.
Motion:	On a motion duly made by Mr. Kudryn, second by Mr. McKean, it was RESOLVED to approve the meeting agenda for August 9, 2022 as amended.
	The motion passed unanimously.
Recorded Votes:	Ashlee Stetson - Y
	Valery (Val) Kudryn - Y
	William (Leon) McKean - Y
	Mae Hayes - Y
Action Items:	Meeting continues as amended agenda is proposed and approved.
2. Ethics Disclosure and Continuing Education	

Brief Discussion:	No ethics disclosures at this time.	
	Board Member Mae Hayes is requesting continuing education hours for Board Meeting.	
	No public members requesting continuing education hours.	
Motion:	No motion needed for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:	Staff will email Board Member Mae Hayes continuing education statement.	
3. Review June 7, 2022 Meeting Minutes		
Brief Discussion:	June 7, 2022 meeting minutes reviewed. Mr. Kudryn questioned if the PAREA Presentation	
	should be present on the meeting minutes. Staff are shifting to a new format of action	
	minutes. The Board agreed for accurately documenting each meeting the presentation	
	should be noted. The Board approved June 7, 2022 meeting minutes with the addition of the Appraisal Foundation PAREA Presentation.	
Motion:	On a motion made duly by Mr. Kudryn, second by Mr. McKean, it was RESOLVED to approve the meeting minutes for June 7, 2022 with the addition of the PAREA Presentation.	
	The motion passed unanimously.	
Recorded Votes:	Ashlee Stetson - Y	
	Valery (Val) Kudryn - Y	
	William (Leon) McKean - Y	
	Mae Hayes - Y	
Action Items:	Staff will add a section for the PAREA Presentation and forward amended meeting minutes	
	to Chair Stetson for review and signature.	

4. Public Comment		
Brief Discussion:	No public comment, as Jessica Waldrop has been invited to speak during the scheduled	
	2:00 pm CLEP agenda item.	
Motion:	No motion necessary for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:		
6. Division Update		
Brief Discussion:	The Division Update was removed from the agenda due to the next quarter report	
	not available as of yet. There were no other financial updates to provide from staff.	
	Board members did not have financial questions at this time.	
Motion:	No motion required for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:		

7. Appraisal Subcommittee Off Sight Assessment Summary

Brief Discussion:	Ms. Sather provided a summary of the Appraisal Subcommittee (ASC) Off Sight Assessment summary from the August 1 – 5 review. Ms. Sather provided a verbal summary of findings.	
	The Board did not have any additional questions at this time. It was requested to have a	
	written summary available for review so the Board may take needed actions to remain in compliance.	
Motion:	No motion required for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:	Staff will compile a document for Board review of all ASC findings.	
	Chair Stetson requested to note also a reminder for the Board to consider verbiage along	
	the lines of AMC authority and organizational charts when speaking toward ownership.	

8. Investigations Report

Brief Discussion:	Ms. Gabriel provided a review of the current Investigative Report.	
	There were no Board member questions regarding this report.	
Motion:	No motion required for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:		

9. PAREA Discussion	
Brief Discussion:	The Board discussed the PAREA Presentation from the Appraisal Foundation from the last meeting.
	Mr. Kudryn shared he is very positive to the program. His concerns were addressed during the presentation and some research he has conducted. Mr. Kudryn does have a question as to if the Board can still request work product or results from the PAREA program to see what the applicant is able to produce.
	Ms. Hayes shared she is supportive of moving forward with adopting the PAREA program. Ms. Hayes shared she is excited how this can potentially create more well rounded appraisers who are not potentially being taught by one person.
	Chair Stetson shared she feels overall this program will be an asset to the state and future licensees. She also expressed this follows with the Governor's recent order with streamlining access to the profession. Initial positive components to this program are seeing that other states have adopted it and it will have AQB approval which is another checkbox the Board looks for.
	The Board initially discussed which regulations would need review if a regulation project was taken on regarding the adoption of PAREA.
	Chair Stetson invited public member Scott DiBasio from the Appraisal Institute to speak to some questions the Board has regarding PAREA. Mr. Kudryn asked how PAREA has been perceived. Mr. DiBasio provided a summary of the program's creation and what they have seen as a positive reception.
Chair Stetson requested clarification on whom the responsibility of draft amendments fall onto. It was discussed this is Board responsibility. Mr. DiBasio shared he has been assisting other states with regulation suggestions and is willing to provide some thoughts with the Board in regards to Alaska's regulations.	
The Board spoke to feeling this falls under the Governor's AO, however, this is a complete regulation overhaul that will touch on many components. It is also important to keep in mind the importance of Federal oversight of the program. It is the Board's intent to continue to move forward with due diligence, however, they recognize this regulation project will continue outside of the Governor's requested timeframe.	
Motion:	No motion required for this agenda item.
Recorded Votes:	Ashlee Stetson -
	Valery (Val) Kudryn -


	William (Leon) McKean -	
	Mae Hayes -	
Action Items:	Board members have agreed to independently review current regulation and start working on draft amendments in regards to the adoption of PAREA for review during the next Board meeting.	
10. Governor's Administrative Order Regulation Discussion and Draft Amendments if Necessary		
Brief Discussion:	The discussion on PAREA continues in a working phase and will continue with discussion and regulation review during the next meeting.	
	Under the guidance of Governor's Administrative Order for reviewing current regulations that might need updates or presenting a time hindrance to licensees/staff, Ms. Sather presented staff concerns regarding Courtesy Licenses.	
	Currently under 12 AAC 70.920 (e) the licensee is to submit the final report 30 days after completed or license expires. Ms. Sather spoke prior to the October 28, 2016 Board meeting is was the Chair whom reviewed the reports for USPAP compliance, however, in the October 2016 meeting the Board voted there was no longer a need to have the Board review the reports, however, they still want the reports submitted.	
	Ms. Sather spoke to a project she has taken on to go through past records for compliance and sending out courtesy reminders for reports that have not been submitted. This does require staff time. Additionally, Ms. Sather spoke to many other jurisdictions not requiring the final report. The licensee is notified of this on both the application and in the status letter with the license, however, it is a requirement licensees are not use to complying with. Precedence of the last few years have shown that the reports are not always received.	
	Additionally, Ms. Sather spoke to many other jurisdictions requiring the applicant to provide the contract, or letter of intent, between the appraiser and client to demonstrate the intent and legitimacy of the appraisal.	
	Mr. Kudryn shared that he feels these are good suggestions. It is redundant to request the report, especially if it is not being reviewed, as the appraiser is required to store their reports for a period of time as is. If there were concerns the report could be requested.	
	The Board did review proposed regulation verbiage change and agrees this will streamline the process and support the Board's intent with licensing.	
	The Board did not have any additional regulations to review in regards to the Governor's Administrative Order. Staff did not have any additional regulations to present at this time.	
Motion:	On a motion duly made by Mr. Kudryn, second by Ms. Hayes, it was RESOLVED to initiate a regulation project for 12 AAC 70.920 Courtesy License with edits to number 3 removing "and", number 4 adding "and", striking existing line e and replacing it with the suggested	

	<p>"evidence that each specific appraisal assignment is covered by a contract to provide appraisals."</p> <p>The motion passed unanimously.</p>	
Recorded Votes:	Ashlee Stetson - Y	
	Valery (Val) Kudryn - Y	
	William (Leon) McKean - Y	
	Mae Hayes - Y	
Action Items:	<p>Chair Stetson will complete Regulation Change Questionnaire and submit to staff.</p> <p>Once all documents are received staff will forward regulation project to regulation specialist in accordance with the Governor's AO.</p>	
11. CLEP Scores		
Brief Discussion:	<p>The Board was brought this discussion in anticipation of an application including CLEP scores, as the Board does not have a current CLEP police on record.</p>	
	<p>Jessica Waldrop was invited to speak. She explained her current education and intended application path. She asked for clarification on application type and courses, for which the Board provided reference to regulations for guidance.</p>	
	<p>The Board discussed CLEP scores in relation to the American Council on Education (ACE) and state specific university policies.</p>	
	<p>Ms. Sather asked for the Board's preference on how they would like staff to proceed when CLEP exams are received. Would the Board like to view each exam sheet received or is there a standard set of scores the Board would like to follow.</p>	
	<p>The Board discussed following UAA due to the unique geographic region of Alaska. It was found that UAA aligns with ACE's recommendations. As applications are received from multiple states it was discussed to view scores more broadly than just UAA. The Board agreed that CLEP passing/nonpassing scores will be based on the ACE's recommendation of passing scores to determine if the exam was passed or not.</p>	
Motion:	<p>A motion is not required for this agenda item.</p>	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	

Action Items:	Staff to create an FAQ explaining that CLEP scores will be viewed and accepted in accordance with the American Council on Education (ACE).	
12. Board Business		
Brief Discussion:	<p>The Board discussed a date conflict that has arisen with the May 9, 2023 Board Meeting as AARO has had to reschedule the Spring conference to May 8-11. The Board has agreed to reschedule the May Board Meeting to May 23, 2023.</p> <p>The Board continued to discuss Chair Stetson’s term ending March of 2023. Her last meeting will be the February 7th Board Meeting.</p> <p>The Board discussed the need to fill Ms. Stetson’s seat (Public Member) as well as the existing vacant General Appraiser seat.</p>	
Motion:	No motion required for this agenda item.	
Recorded Votes:	Ashlee Stetson -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Mae Hayes -	
Action Items:	<p>Staff will adjust noted schedules for May 2023 Board Meeting.</p> <p>Board Chair discussion to be rescheduled to February meeting.</p>	
12. Adjourn		
Brief Discussion:	Motion to adjourn meeting.	
Motion:	<p>On a motion duly made by Mr. Kudryn, seconded by Mr. McKean, it was RESOLVED to adjourn.</p> <p>The motion passed unanimously.</p>	
Recorded Votes:	Ashlee Stetson - Y	

	Valery (Val) Kudryn - Y	
	William (Leon) McKean - Y	
	Mae Hayes - Y	
Action Items:	Meeting adjourned and off record.	

Next Meeting:	November 1, 2022 10:00 am
Adjournment:	2:50 pm



 Ashlee Stetson, Chair

11/10/22

 Date