



## **Board of Real Estate Appraisers Meeting**

Alaska Division of Corporations, Business and Professional Licensing  
Tuesday, February 18, 2025, at 10:00 a.m. via Zoom

*These minutes were approved via OnBoard on March 6, 2025.*

**Members present:** Mae Hayes, Chair; Val Kudrun, Leon McKean

**Members absent:** Jenny Buswell

**Staff present:** Sara Chambers, Boards and Regulations Advisor; Melissa Dumas, Division Operations Manager; Nancy Harris, Executive Administrator; Kery Givens, Licensing Examiner; Alison Osborne, Regulations Specialist; Billy Homestead, Senior Investigator

### **Call to Order/Roll Call**

Chair Hayes called the meeting to order at 10:00 a.m.

### *Review/Approve Agenda*

The chair called for a motion to approve or amend the agenda.

**Motion** by Mr. Kudryn to approve the agenda as presented. Seconded by Mr. McKean.  
Motion passed by unanimous consent.

### *Disclosures of Potential Ethics Act Conflicts*

All members stated they had no potential conflicts to report.

### *Continuing Education Statement*

The chair mentioned that continuing education (CE) credit was available for attending the meeting and asked the if any licensees in attendance wished to gain credit for being there. No licensees responded. She and Mr. Kudryn said they wanted to claim CE for this meeting.

### **Public Comment**

The chair opened the floor for public comment. Several members of the public were present; however, no one stated that they wished to speak.

### **Division Update: Fiscal Report**

New Licensing Examiner 3-Advanced Lori Rogers was introduced. Division Operations Manager Melissa Dumas walked through the FY25 Second Quarter Schedule of Revenues and Expenditures. So far in FY25, the program is operating with a surplus carried forward from FY24. The division prefers to maintain a one-year surplus to cover any expensive investigations or other unexpected increases in expenditures; this reduces the need to “roller coaster” fee decreases and increases annually. Mr. McKean expressed concern about maintaining too large of a surplus.

### **Investigations Section Report**

Investigators Holly Handley and Greg Gober and Senior Investigator Billy Homestead presented the investigative report, which included 14 open cases and one closed case. Boards and Regulations Advisor Sara Chambers expressed concern about the delays in board member case

review; board members discussed their large workload and need for more board members to help. Investigators offered to assist when board members have questions or need more information on the review process.

### **Statutory Proposals**

Chair Hayes stated she had been working on finding a sponsor for the board's legislative priorities. The board reviewed the sample sponsorship letter that was included in the meeting packet. The chair requested Ms. Rogers set up a meeting with Ms. Chambers to work through the letter and discuss strategies for legislative sponsorship.

### **Regulation Projects**

Regulations Specialist Alison Osborne stated that she is in touch with the Department of Law regarding their review of the board's multifaceted regulations project. They are delayed due to workload and review is still in progress. She said LAW believes it will be likely for the board to adopt AQB criteria by reference, which will be part of the notes they provide in their handoff back to the board. Depending on LAW's timeframe, the board may need a special meeting to review suggested language once its received.

### **Pending Board Ballots**

Ms. Chambers said there were five CE applications in OnBoard for review and vote.

### **Board Business**

#### *Annual Report*

Chair Hayes offered to complete the report by mid-April so it's ready for board review and action at the May meeting.

#### *Legislative Audit*

Ms. Chambers explained the legislative audit process and that the board will wind down next year without legislation to extend their sunset date. Staff and the chair will work with the legislative auditors this year to provide necessary information, which is confidential until the final report is released next winter. A confidential preliminary report will be provided to the director and chair for their review and response, typically in late summer or early fall. Participation in legislative hearings on the sunset bill will be expected in 2026.

#### *Board Member Terms and Recruitment*

Mr. McKean stated he is interested in reappointment this year. Mr. Kudryn stated that he would not be requesting reappointment in 2026 due to a potential move out of state and is looking for his replacement. Ms. Chambers explained methods for the board to recruit new members and shared with the board that the division has emailed licensees twice in the last year. She suggested board members continue to recruit by word of mouth and provide staff with industry association contacts so we can reach out. The chair stated that the board plans to include various new seats in their requested statute changes. The chair requested staff send her a list of licensees who live in Alaska. Mr. McKean suggested an individualized letter go out to a special group of licensees the board should identify. Mr. Kudryn suggested attracting interest by increasing the number of CE hours available to board members. The chair asked for an attendance report so she can follow up with Ms. Buswell.

### *AARO conference*

AARO scheduled a virtual conference April 29-May 1. The cost for registrations received prior to March 21 is \$500 per person. No agenda is available yet. The board discussed who would be able and willing to attend. Ms. Chambers reminded the board that approval of registration fees is at the discretion of Director Robb.

**Motion** by Mr. Kudryn to approve all board members and staff to attend the virtual AARO conference. Seconded by Mr. McKean. Motion passed by unanimous consent.

### *Schedule Future Board Meetings*

Next meeting was previously set for May 20. The board discussed upcoming meetings on August 12 and November 18.

**Motion** by Mr. Kudryn to set meetings on August 12 and November 18, 2025, at 10:00 a.m. Seconded by Mr. McKean. Motion passed by unanimous consent.

The board expressed a preference to meet in person in August and want to discuss further at the May meeting. The board discussed sending a member to Juneau to support their legislative efforts but concluded to address that in the future.

### **Adjourn**

**Motion** by Mr. Kudryn to adjourn. Seconded by Mr. McKean. Motion passed by unanimous consent.

Meeting adjourned at 12:04 p.m.