

1 STATE OF ALASKA
2 DEPARTMENT OF COMMERCE, COMMUNITY, & ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATIONS, BUSINESS, & PROFESSIONAL LICENSING

4 BOARD OF CERTIFIED REAL ESTATE APPRAISERS

5
6 MINUTES OF THE BOARD MEETINGS

7 Tuesday, October 27th, 2020

8
9 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business, and*
10 *Professional Licensing.*

11
12 *These minutes have not been reviewed or approved by the Board.*

13
14
15 By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a
16 scheduled meeting of the Board of Certified Real Estate Appraisers was held via videoconference on
17 Tuesday, October 27th, 2020.

18
19 **Agenda Item #1** **Call to Order/Roll Call**

20
21 The meeting was called to order at 9:06 a.m. by Renee Piskczek, acting Chair.

22
23 Those present, constituting a quorum of the Board:

24 Renee Piskczek, Mortgage Lending Member
25 Ashlee Stetson, Public Member
26 Mae Hayes, Appraiser

27
28 Division Staff present in the meeting:

29
30 Joe Bonnell, Records and Licensing Supervisor
31 Andy Khemelev, Licensing Supervisor

32
33 **Agenda Item #2** **Review/Approve Agenda**

34
35 Renee Piskczek asked the board to review the agenda.

36
37 **On a motion made by Ashley Stetson, seconded by Mae Case, and passed unanimously, it**
38 **was RESOLVED to APPROVE the agenda as written.**

39 **Agenda Item #3** **Ethics Report**

41 There were none.

42

43 **Agenda Item #4** **Continuing Education Statement**

44

45 Mae. Hayes wanted to use her time on the board as continuing education.

46

47 **Agenda Item #5** **Introduce New Board Member/Staff**

48

49 Mae Hayes introduced herself to the board. She is an appraiser and broker and a new member of
50 the Board.

51

52 Joe Bonnell let the board know there is also a member of the State’s staff who is present in the
53 meeting, Andy Khmelev. Tracy Wiard, the former licensing examiner for the board is now the
54 licensing examiner for the Board of Chiropractic Examiners, however, will still be offering
55 assistance for the foreseeable future along with Joe Bonnell and Andy Khmelev.

56

57 **Agenda Item #6** **Elect New Board Chair**

58

59 The board discussed who would be interested in becoming the new board chair.

60

61 **On a motion made by Mae Hayes, seconded by Renee Piszczek, and passed unanimously, it**
62 **was RESOLVED to elect Ashlee Stetson as board chair.**

63

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

64

65

66 *The board went into break until the scheduled time for the next agenda item.*

67

68 Off Record: 9:26am

69 On Record: 10:31am

70

71 Those present, constituting a quorum of the Board:

72 Renee Piszczek, Mortgage Lending Member

73 Ashlee Stetson, Board Chair

74 Mae Hayes, Appraiser

75

76 Division and State Staff present in the meeting:
77 Joe Bonnell, Records and Licensing Supervisor
78 Andy Khemelev, Licensing Supervisor
79 Rebecca Hattan, Attorney, Department of Law
80 Stephen Slotnick, Administrative Law Judge

81
82 **Agenda Item #7 OAH Hearing: Case 19-0615-REA**

83
84 *Judge Slotnick entered the teleconference.*

85
86 Judge Slotnick presented the process of how hearings work and explained Case 19-0615-REA.
87 The case is currently at the initial denial state. Mr. Halterman is willing to withdraw his
88 application if the board will vacate the denial of the application. Judge Slotnick explained he had
89 helped the parties fashion a decision to present to the board and vacate the denial. If the board
90 decides to appeal the settlement agreement, it would be costly to the board. Judge Slotnick
91 reminded the board that he can serve as an advisor and neutral party for the purposes of this case.

92
93 *Cody Halterman entered the teleconference at 9:55am.*

94
95 Ms. Halterman explained he would like the denial to be reversed and said he accepts that he
96 cannot get licensed in Alaska. The Board asked Mr. Halterman to email his statement to the
97 Board.

98
99 Joe Bonnell made a statement that the division has reviewed and has agreed to the statement that
100 is presented and that it now up to the board to decide to accept the agreement or not.

101
102 The Chair entertained a motion to go into deliberative session.

103 **On a motion made by Mae Hayes, seconded by Renee Piszczek, and passed unanimously, it**
104 **was RESOLVED to go into deliberative session to discuss the proposed mediated**
105 **settlement agreement in the matter of Cody Halterman.**

106

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

107

108 Off Record: 10:08am.

109 On Record: 10:24am.

110

111 **On a motion made by Mae Hayes, seconded by Renee Piszczek, and passed unanimously, it**
112 **was RESOLVED to accept the mediated settlement agreement in the matter of Cody**
113 **Halterman.**

114

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

115

116 *Judge Slotnick and Rebecca Hattan exited the teleconference 10:27am.*

117

118 **Agenda Item #8 Review/Approve Minutes**

119

120 There were no changes to the May 19th, 2020 minutes. The chair entertained a motion to approve
121 the minutes.

122

123 **On a motion made by Renee Piszczek, seconded by Mae Hayes, and passed unanimously, it**
124 **was RESOLVED to approve the minutes for May 19th, 2020 as written.**

125

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

126

127 **Agenda Item #9 Break**

128 Off Record: 10:33am.

129 On Record: 11:01am.

130

131 **Agenda Item #10 Board Member Training**

132

133 *Director Sara Chambers entered the teleconference at 11:00am.*

134

135 Director Chambers shared a Power Point presentation about the responsibility of the Board and
136 provided information on every aspect of the division, funding, training, and the process of how
137 licenses are approved or denied.

138

139 The board recessed for lunch.

140

141 *Off Record: 12:04pm.*

142 *On Record: 1:00pm.*

143

144 **Agenda Item #12** **Board Member Training Continued**

145

146 Director Chambers continued with her training. There was a question about conflict of interest.
147 She clarified that there would be no conflict of interest if it has nothing to do with the board there
148 is typically not a conflict.

149

150 *The board went into break until the scheduled time for the next agenda item.*

151

152 *Off Record: 1:56pm.*

153 *On Record: 2:01pm.*

154

155 **Agenda Item #13** **Public Comment**

156

157 The was no public comment.

158

159 *Investigator, Autumn Miller entered the teleconference at 2:03pm.*

160

161 **Agenda Item #14** **Investigative Report**

162

163 There were 11 open cases and 2 closed cases.

164

165 **On a motion made by Mae Hayes, seconded by Renee Piszczek, and passed unanimously, it**
166 **was RESOLVED for the Alaska State Board of Certified Real Estate Appraisers to enter**
167 **into executive session in accordance to AS 44.62.310c and Alaska constitutional rights to**
168 **privacy provisions to discuss confidential licensee information with staff members Autumn**
169 **Miller and Joseph Bonnell in attendance.**

170

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

171

172 *Off Record: 2:06pm.*

173 *On Record: 2:13pm.*

174

175 Chair Stetson entertained a motion to accept the consent agreement that was presented.

176

177 **On a motion made by Mae Hayes, seconded by Renee Piszczek and passed unanimously, it**
 178 **was RESOLVED to accept the consent agreement for Case Number 2019-001213.**
 179

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

180
 181 *Investigator, Autumn Miller exited the teleconference at 2:15pm.*
 182

183 **Agenda Item #15 Regulations Update**

184
 185 The board reviewed the regulation project for

186
 187 The board decided to add a definition as to what a substantive cause is in regulation to
 188 supplement 12 AAC 70.160(a)(1)(E)(ii) and 12 AAC 70.160(b).

189
 190 **On a motion made by Renee Piszczek, seconded by Mae Hayes, and passed unanimously, it**
 191 **was RESOLVED to adopt 12 AAC 70.160(a)(1)(E)(ii) and 12 AAC 70.160(b) as written.**
 192

Board Member	Approve	Deny	Refrain
Mae Hayes	X		
Renee Piszczek	X		
Ashlee Stetson	X		

193
 194 **Agenda Item #16 Board Business**

195
 196 There were no pending applications to approve.

197
 198 A task was added to contact Sher Zinn about the board’s request to add a definition for
 199 “substantive cause” in regulations.

200
 201 The board decided that they will have a meeting on January 12th, 2021.
 202
 203
 204

205 **Agenda Item #16 Board Business**

206
 207 **On a motion made by Mae Hayes, seconded by Renee Piszczek, and passed unanimously, it**
 208 **was RESOLVED to adjourn the meeting.**

209

210 Off Record: 3:05 PM

211

212

213

214 Respectfully Submitted,

215

216

217 _____

218 Joseph Bonnell, Records and Licensing
219 Supervisor

_____ Date

220

221

222 _____

223 Ashlee Stetson, Chair

_____ Date

DRAFT