

Call to Order

**The State of Alaska**  
**Board of Certified Real Estate Appraisers**  
**Draft Agenda**  
**January 11, 2022**

**Join Zoom Meeting Link:** <https://us02web.zoom.us/j/83338099204>

**Call In #:** 1 -253-215-8782 or 1-669-900-6833

**Meeting ID:** 833 3809 9204

**Passcode:** 443608

- |    |            |   |                            |
|----|------------|---|----------------------------|
| 1. | 10:00 a.m. | Call to Order/ Roll Call <ul style="list-style-type: none"><li>• Review/Approve Agenda</li><li>• Ethics Report</li><li>• Continuing Education Statement</li></ul> | Chair Stetson              |
| 2. | 10:10 a.m. | Review/Approve Past Meeting Minutes <ul style="list-style-type: none"><li>• October 5, 2021</li></ul>   | Chair Stetson              |
| 3. | 10:15 a.m. | Public Comment  |                            |
| 4. | 10:30 a.m. | Investigations <ul style="list-style-type: none"><li>• Investigative Report</li></ul>   | Investigator               |
| 5. | 11:00 a.m. | Division Update   | Ms. Chambers/<br>Ms. Dumas |
| 6. | 11:45 a.m. | Regulation Project <ul style="list-style-type: none"><li>• SB21 – Military Licensing</li><li>• 12 AAC 70.111(B) – clean up</li></ul>                              | Chair Stetson              |
|    | 12:30 p.m. | Lunch   |                            |
| 7. | 1:00 p.m.  | Application Review <ul style="list-style-type: none"><li>• Voting on pending applications in OnBoard</li><li>• CE Audits</li></ul>                                | Chair Stetson              |
| 8. |            | Board Business <ul style="list-style-type: none"><li>• Work Product Review/approval process</li><li>• Board Topics/Questions</li></ul>                            | Chair Stetson              |

Adjourn



# Continuing Education Statement



THE STATE  
of **ALASKA**

Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing

**APR**

FOR DIVISION USE ONLY

**Real Estate Appraisers Program**

PO Box 110806, Juneau, AK 99811-0806

Phone: (907) 465-2550

Email: *RealEstateAppraisers@Alaska.Gov*

Website: *ProfessionalLicense.Alaska.Gov/RealEstateAppraisers*

**Continuing Education Credit for Participation**

This form certifies attendance at a meeting of the Alaska Board of Certified Real Estate Appraisers for continuing education credit. 12 AAC 70.210(g)(1-5)

<b>Full Legal Name:</b>	First	Middle	Last
<b>Alaska Certification #:</b>			

<b>Board Meeting Date:</b>	mm/dd/yyyy	<input type="checkbox"/> In Person	<input type="checkbox"/> Teleconference
<b>Attendance Hours:</b>		<b>Hours Claimed:</b> (7 Hours Max)	

*I certify the information reported above is true and correct and that I maintained attendance for the duration of the hours claimed.*

<b>Signature:</b>		<b>Date:</b>	mm/dd/yyyy
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**BELOW IS FOR DEPARTMENTAL AND BOARD USE ONLY**

**Verified Hours of Attendance**

(From Board Meeting Minutes)

\_\_\_\_\_

Via Electronic or Mail Ballot:  Approved  Denied

OR

Via in Person Board Meeting:  Approved  Denied

<b>Board Member Signature:</b>		<b>Date:</b>	mm/dd/yyyy
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If denied, reason for denial:

1  
2 STATE OF ALASKA  
3 DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT  
4 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
5

6 **BOARD OF CERTIFIED REAL ESTATE APPRAISERS**  
7 **MEETING MINUTES**  
8

9 **October 5, 2021**

10  
11 “These draft minutes were prepared by the staff of the Division of Corporations, Business and  
12 Professional Licensing. They have not been reviewed or approved by the Board.” By authority of  
13 AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled  
14 meeting of the Board of Certified Real Estate Appraisers was held October 5, 2021, at the State  
15 of Alaska Atwood Building, 550 W. 7<sup>th</sup> Avenue, Suite 1550, via Zoom, Anchorage, Alaska.  
16  
17

18 **Tuesday, October 5, 2021**

19 **Agenda Item 1 - Call to Order/Roll Call**

20 Chairperson Ashlee Stetson called the meeting to order at 10:02 a.m., at which time a quorum  
21 was established.  
22

23 Sharon Walsh, Deputy Director for the Division, introduced staff, and explained that she would  
24 assist the Board in running their meeting with the help of Nancy Harris, Project Assistant for the  
25 Real Estate Commission.  
26

27 **Members Present via Zoom**

28 Ashlee Stetson, Public Member, Chairperson  
29 Val Kudryn, Certified Residential Real Estate Appraiser  
30 Mae Hayes, Certified Residential Real Estate Appraiser  
31

32 **Members Absent:**

33 Leon McKean, Mortgage Banking Executive  
34

35 **Staff Present:**

36 Sharon Walsh, CBPL Deputy Director  
37 Nancy Harris, CBPL REC Project Assistant  
38 Greg Francois, Chief Investigator  
39

40 **Public in Attendance-via Zoom:**

41 Scott DeBiaso with the Appraisal Institute, Washington D.C.  
42  
43

44 **Review/Approve Agenda**

45 Board Members reviewed the meeting agenda.  
46

47 **On a motion duly made by Ms. Hayes, seconded by Mr. Kudryn, it was**

48 **RESOLVED to approve the meeting agenda for October 5, 2021.**  
49

50 **The motion passed unanimously.**  
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Ethics Report

There were no ethics reports to be made.

Continuing Education Statement

Chair Stetson asked if there was anyone present who would like the meeting to count toward Continuing Education hours. Mr. Kudryn and Ms. Hayes both indicated they would like the meeting to count towards their continuing education credits.

**Agenda Item 2 – Review/Approve Past Meeting Minutes**

June 9, 2021 Meeting Minutes

**On a motion duly made by Mr. Kudryn, seconded by Ms. Hayes, it was**

**RESOLVED to approve the meeting minutes for June 9, 2021.**

**The motion passed unanimously.**

**Agenda Item 3 – Public Comment**

There was no public comment.

**Agenda Item 4– Investigations**

Investigative Report

Chief Investigator Greg Francois introduced himself and provided a review of the investigations report. He stated there were 4 open matters from May 27, 2021 – September 20, 2021 and 10 matters were closed.

Chair Stetson asked Chief Investigator Francois about the increase in closed matters.

Chief Francois indicated that a large percentage of the increase is due to application cases being referred over for yes answers to professional fitness questions and then closed once matters are resolved.

Board members had no further questions.

**Agenda Item 5 – Regulations Project**

SB21-Military Licensing

Deputy Director Walsh discussed SB21 and the need for all programs within the division to implement regulations allowing for a temporary license issuance within 30-days of request from an active military member or a spouse who is married to an active duty military member and holds an unencumbered license in another jurisdiction. The board will need to consider a regulation project very soon as the effective date of SB21 is January 1, 2022.

99

100 Chair Stetson read through each section of the legislation.

101

102 Mr. Kudryn stated that the use of the Appraisal Courtesy license is only valid for one appraisal  
103 and that the cost of the temporary is \$250. He suggested that the new regulation that will  
104 address a military courtesy license be drafted with no cap on the number of appraisals allowed.

105

106 Staff will research what other states offer for a military courtesy license for real estate education  
107 requirements.

108

109 Chair Stetson suggested that the Dept of Law assist with the interpretation of AS 08.01.100(g).  
110 Board members are questioning whether while on deployment is exempt if they're not  
111 moonlighting in an active duty zone?

112

113 Chair Stetson suggested that a regulation be created for a new section on military licensure.  
114 She said she will work on drafting regulations.

115

116

117 **On a motion duly made by Mr. Kudryn, seconded by Ms. Hayes, it was**

118

119 **RESOLVED to assign task to draft regulations for requirements to comply**  
120 **with AS 08.01.063, .065 and .100.**

121

122 **The motion passed unanimously.**

123

124

125 Continuing Education(CE) Credits Online/Classroom

126 Chair Stetson stated this was brought up before and has been considered. Ms. Hayes asked if  
127 staff received this information from the last meeting.

128

129 Ms. Harris stated that she contacted the prior REC Executive Administrator, Ms. Consalo and  
130 she indicated that she had not received an email from Ms. Hayes.

131

132 Ms. Hayes read the email into the record and she said she would send to staff again. She  
133 recommended that varying hours of required in-person education for qualifying education and  
134 continuing education be allowed in classroom or online, instead of just in classroom.

135

136 Chair Stetson commented that during the pandemic CE hours were allowed online.  
137 She suggested this be put in a regulation project along with the Military license project. She  
138 asked that Ms. Hayes identify the regulation citations for education that will need to be  
139 changed/modified.

140

141 Mr. Kudryn stated to the board that FAQ's #21 on the board's web page states that you can take  
142 required or CE online if certain criteria is met. Ms. Hayes will work on this project with staff.

143

144 **On a motion duly made by Ms. Hayes, seconded by Mr. Kudryn, it was**

145

146                   **RESOLVED to request regulation changes to allow for qualifying education**  
147                   **and continuing education(CE) requirements to not be in-person only.**

148  
149                   **The motion passed unanimously.**

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151  
152                   Definition of Employee for AMC's

153                   Chair Stetson indicated that this matter has been addressed in 12 AAC 70.165.  
154                   She stated before it was in various sections and used the term "or employee" and didn't want to  
155                   muddy the AMC waters with that when it is clear it is an appraisal panel and not an employee  
156                   performing appraisals on behalf of AMC's. She said this item can be stricken from the agenda.

157  
158                   Recessed for lunch break at 12:30 pm  
159                   Reconvened at 1:02 p.m.

160  
161                   On Record at 1:02 p.m. Roll call was taken to reestablish a quorum. All members from this  
162                   morning were present.

163  
164  
165                   **Agenda Item 6 – Application Review**

166                   Ms. Harris stated that the applications for review can be found in OnBoard under Action and  
167                   Resource folders. She said she wasn't sure what file the members normally looked for them to  
168                   review so they were in both places for this meeting.

169  
170                   Board members stated that applications were always presented in the past to them in the Action  
171                   folder.

172  
173                   Members reviewed applications and voted on them. Members stated they vote on applications  
174                   using the application number.

175  
176                   Staff asked if the board would like to change anything to the checklist. Staff verified that the  
177                   checklist and applications were reviewed and approved for licensure.

178  
179                   Mr. Kudryn suggested, to speed up the process and not use the board meeting time, that the  
180                   courses be put in the Actions folder and commit to clearing them by October 8<sup>th</sup>.

181  
182                   All Board members agreed to this strategy.

183  
184                   Deputy Director Walsh stated there is a significant backlog of education courses that needs to  
185                   be cleared and there would be a series of batches until the courses are finalized with the review  
186                   process. It was estimated that there are approximately 40 courses needing review.

187  
188                   Board proceeded to review license and AMC applications.

189  
190                   AMC Application #150949- Home Base Appraisal Management, LLC.

191  
192

193           **On a motion duly made by, Mr. Kudryn, seconded by Ms. Hayes, it was**

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195                   **RESOLVED to approve AMC application #150949.**

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197           **The motion passed unanimously.**

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200 Certified General RE Appraiser Application #179072 – Shawn Kantola.

201

202

203           **On a motion duly made by, Mr. Kudryn, seconded by Ms. Hayes, it was**

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205                   **RESOLVED to approve application #179072 residential to general license**  
206                   **type.**

207

208           **The motion passed unanimously.**

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210

211 Registration Trainee Application #183564 – Elizabeth Thickstun.

212

213

214           **On a motion duly made by, Ms. Hayes, seconded by Mr. Kudryn, it was**

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216                   **RESOLVED to approve application #183564.**

217

218           **The motion passed unanimously.**

219

220

221 Board reviewed Certified Residential Real Estate Appraiser, APRR12, license renewal,  
222 mandatory audit. Chair Stetson asked staff if fines have been paid. Ms. Harris indicated that the  
223 fine was paid.

224

225           **On a motion duly made by, Mr. Kudryn, seconded by Ms. Hayes, it was**

226

227                   **RESOLVED to approve application APRR121.**

228

229           **The motion passed unanimously.**

230

231

232 **Agenda Item 7 – Board Business**

233 **Board Topics/Questions**

234 Chair Stetson stated she will send military draft language to Deputy Director Walsh and Ms.  
235 Harris.

236

237 Ms. Hayes stated she will send her draft information on education to division staff for assistance  
238 on providing regulation citations for modifying by the board.

239

240 Next board meetings for fiscal year 2022:

- 241 • January 11, 2022
- 242 • April 12, 2022
- 243 • June 7, 2022

244 The start time for each of these quarterly meetings is set at 10:00 a.m.

245

246 Mr. Kudryn asked about the FAQ #4 on the board's web page. It appears that it's misstating  
247 how many work hours are needed to be a certified residential real estate appraiser. The  
248 regulation 12 AAC 70.108 has it as 1,500 hours but the webpage lists it as 2,500. Staff will get  
249 this information corrected on the web page and thanked Mr. Kudryn for pointing out that error.

250

251

252 **Adjourn**

253

254 **On a motion duly made by Ms. Hayes, seconded by Mr. Kudryn, it was**

255

256 **RESOLVED to adjourn.**

257

258 **The motion passed unanimously.**

259

260 Meeting adjourned at 2:13 p.m.

261

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265

\_\_\_\_\_  
Ashlee Stetson, Chair

\_\_\_\_\_  
Date

# Public Comment

# INVESTIGATIONS



**MEMORANDUM**

DATE: December 28, 2021  
 TO: Board of Certified Real Estate Appraisers  
 THRU: Greg Francois, Chief Investigator  
 FROM: Anna Gabriel, Investigator *AG*  
 RE: Investigative Report for the January 11, 2022 Meeting

The following information was compiled as an investigative report to the Board for the period of September 21, 2021 thru December 28, 2021; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegals in Anchorage and Juneau, regarding continuing education audits and license action resulting from those matters are covered in this report.

**OPEN - 7**

<u>Case Number</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Status Date</u>
<b>REAL ESTATE APPRAISER</b>			
2021-001171	Violation of licensing regulation	Intake	11/30/2021
2021-000853	Violation of licensing regulation	Complaint	10/14/2021
2021-000930	Falsified application	Complaint	11/17/2021
2021-001048	Real estate - other	Complaint	11/22/2021
2018-001318	Violation of licensing regulation	Monitor	06/30/2020
2018-001336	Incompetence	Investigation	08/02/2019
2019-001261	Violation of licensing regulation	Investigation	10/22/2020

**Closed - 4**

<u>Case #</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Closed</u>	<u>Closure</u>
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**REAL ESTATE APPRAISER**

2021-001009	License application problem	Closed-Intake	11/01/2021	Review Complete
2021-001072	License application problem	Closed-Intake	11/01/2021	Review Complete
2021-001105	Violation of licensing regulation	Closed-Intake	12/13/2021	Incomplete Complaint
2021-001162	License application problem	Closed-Intake	11/29/2021	Review Complete

***END OF REPORT***

# Division Update

Department of Commerce Community, and Economic Development  
Corporations, Business and Professional Licensing

Summary of All Professional Licensing  
Schedule of Revenues and Expenditures

<b>Board of Certified Real Estate Appraisers</b>	<b>FY 14</b>	<b>FY 15</b>	<b>Biennium</b>	<b>FY 16</b>	<b>FY 17</b>	<b>Biennium</b>	<b>FY 18</b>	<b>FY 19</b>	<b>Biennium</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Biennium</b>
<b>Revenue</b>												
Revenue from License Fees	\$ 56,250	\$ 279,525	\$ 335,775	\$ 49,440	\$ 272,590	\$ 322,030	\$ 76,010	\$ 190,565	\$ 266,575	\$ 80,550	\$ 207,770	\$ 288,320
General Fund Received										\$ -	\$ -	\$ -
Allowable Third Party Reimbursements	1,499	-	1,499	-	5,827	5,827	1,534	4,314	5,848	\$ 2,559	\$ -	2,559
<b>TOTAL REVENUE</b>	<b>\$ 57,749</b>	<b>\$ 279,525</b>	<b>\$ 337,274</b>	<b>\$ 49,440</b>	<b>\$ 278,417</b>	<b>\$ 327,857</b>	<b>\$ 77,544</b>	<b>\$ 194,879</b>	<b>\$ 272,423</b>	<b>\$ 83,109</b>	<b>\$ 207,770</b>	<b>\$ 290,879</b>
<b>Expenditures</b>												
Non Investigation Expenditures												
1000 - Personal Services	28,642	43,055	71,697	40,694	13,307	54,001	45,123	91,165	136,288	98,414	54,866	153,280
2000 - Travel	2,920	2,217	5,137	12,596	13,106	25,702	16,384	11,267	27,651	1,933	-	1,933
3000 - Services	1,275	33,177	34,452	3,008	5,288	8,296	7,445	10,666	18,111	30,418	13,957	44,375
4000 - Commodities	24	42	66	22	13	35	716	161	877	602	-	602
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	32,862	78,491	111,352	56,320	31,714	88,034	69,668	113,259	182,927	131,367	68,823	200,190
Investigation Expenditures												
1000-Personal Services	6,273	10,239	16,512	3,464	19,945	23,409	25,013	18,383	43,396	38,249	18,727	56,976
2000 - Travel								1,050	1,050	2,547	-	2,547
3023 - Expert Witness	1,625	-	1,625	-	-	-	3,485	1,050	4,535	4,050	2,850	6,900
3088 - Inter-Agency Legal	12,055	439	12,494	-	-	-	33	33	66	2,453	14,131	16,584
3094 - Inter-Agency Hearing/Mediation	-	-	-	-	-	-	217	-	217	-	65	65
3000 - Services other								633	633	111	22	133
4000 - Commodities								-	-	-	-	-
Total Investigation Expenditures	19,952	10,678	30,631	3,464	19,945	23,409	28,748	21,149	49,897	47,410	35,795	83,205
<b>Total Direct Expenditures</b>	<b>52,814</b>	<b>89,169</b>	<b>141,983</b>	<b>59,784</b>	<b>51,659</b>	<b>111,443</b>	<b>98,416</b>	<b>134,408</b>	<b>232,824</b>	<b>178,777</b>	<b>104,618</b>	<b>283,395</b>
Indirect Expenditures												
Internal Administrative Costs	8,346	10,447	18,793	9,900	9,222	19,122	15,708	20,705	36,413	21,754	15,657	37,411
Departmental Costs	7,280	13,937	21,217	8,446	7,009	15,455	13,293	21,286	34,579	17,090	10,445	27,535
Statewide Costs	5,311	8,721	14,032	3,280	2,319	5,599	7,826	11,964	19,790	18,005	10,101	28,106
<b>Total Indirect Expenditures</b>	<b>20,937</b>	<b>33,105</b>	<b>54,042</b>	<b>21,626</b>	<b>18,550</b>	<b>40,176</b>	<b>36,827</b>	<b>53,955</b>	<b>90,782</b>	<b>56,849</b>	<b>36,203</b>	<b>93,052</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 73,751</b>	<b>\$ 122,274</b>	<b>\$ 196,025</b>	<b>\$ 81,410</b>	<b>\$ 70,209</b>	<b>\$ 151,619</b>	<b>\$ 135,243</b>	<b>\$ 188,363</b>	<b>\$ 323,606</b>	<b>\$ 235,626</b>	<b>\$ 140,821</b>	<b>\$ 376,447</b>
<b>Cumulative Surplus (Deficit)</b>												
Beginning Cumulative Surplus (Deficit)	\$ 57,304	\$ 41,302		\$ 198,553	\$ 166,583		\$ 374,791	\$ 317,092		\$ 323,608	\$ 171,091	
Annual Increase/(Decrease)	(16,002)	157,251		(31,970)	208,208		(57,699)	6,516		(152,517)	66,949	
Ending Cumulative Surplus (Deficit)	\$ 41,302	\$ 198,553		\$ 166,583	\$ 374,791		\$ 317,092	323,608		\$ 171,091	238,040	
										* No fee changes needed		
<b>Statistical Information</b>												
Number of Licenses for Indirect calculation	290	319		287	346		342	298		345	370	
<b>Additional information:</b>	<ul style="list-style-type: none"> <li>• Fee analysis required if the cumulative is less than zero; fee analysis recommended when the cumulative is less than current year expenditures; no fee increases needed if cumulative is over the current year expenses *</li> <li>• Most recent fee change: Fee change FY19</li> <li>• Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065.</li> </ul>											

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	APR1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)		
	1000 - Personal Services	3000 - Services	Grand Total
1011 - Regular Compensation	41,430.28		41,430.28
1014 - Overtime	221.06		221.06
1023 - Leave Taken	5,322.03		5,322.03
1028 - Alaska Supplemental Benefit	2,904.33		2,904.33
1029 - Public Employee's Retirement System Defined Benefits	838.34		838.34
1030 - Public Employee's Retirement System Defined Contribution	2,324.73		2,324.73
1034 - Public Employee's Retirement System Defined Cont Health Reim	1,567.11		1,567.11
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	553.95		553.95
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	5,272.92		5,272.92
1039 - Unemployment Insurance	110.02		110.02
1040 - Group Health Insurance	11,484.69		11,484.69
1041 - Basic Life and Travel	18.90		18.90
1042 - Worker's Compensation Insurance	319.48		319.48
1047 - Leave Cash In Employer Charge	893.80		893.80
1048 - Terminal Leave Employer Charge	658.70		658.70
1053 - Medicare Tax	661.69		661.69
1063 - GGU Business Leave Bank Usage	-		-
1069 - SU Business Leave Bank Contributions	21.13		21.13
1077 - ASEA Legal Trust	39.10		39.10
1079 - ASEA Injury Leave Usage	4.33		4.33
1080 - SU Legal Trst	40.62		40.62
1970 - Personal Services Transfer	(1,093.86)		(1,093.86)
3023 - Expert Witness		2,850.00	2,850.00
3045 - Postage		21.96	21.96
3046 - Advertising		197.67	197.67
3088 - Inter-Agency Legal		24,734.12	24,734.12
3094 - Inter-Agency Hearing/Mediation		2,864.40	2,864.40
3085 - Inter-Agency Mail		356.92	356.92
<b>Grand Total</b>	<b>73,593.35</b>	<b>31,025.07</b>	<b>104,618.42</b>

**FY 2021 CBPL COST ALLOCATIONS**

Name	Task Code	Direct Revenues	General Fund Received	3rd Party Reimbursement	Total Revenues	Direct Expense	Percentage of board licenses/total licensees:	Division cash receipt transactions % by Personal Services \$	Department certified transactions % by Fiscal Revenue \$	Indirect Expense (Total Non-PCN Allocated)	Percentage of program direct Personal Services:	Total Indirect Expenses	Total Expenses	2021 Annual Surplus (Deficit)
Acupuncture	ACU1	\$ 36,968		\$ -	\$ 36,968	\$ 3,734	\$ 2,929	\$ 227	\$ 1,227	\$ 4,383	1,106	\$ 5,489	\$ 9,223	\$ 27,745
Architects, Engineer	AEL1	\$ 146,310		\$ -	\$ 146,310	\$ 282,663	170,358	\$ 8,151	\$ 3,365	181,874	72,156	254,030	536,693	(390,383)
Athletic Trainers	ATH1	\$ 3,405		\$ -	\$ 3,405	\$ 8,349	1,130	\$ 151	\$ 545	1,826	2,555	4,381	12,730	(9,325)
Audiology and Speech Pathologists	AUD1	\$ 184,965		\$ -	\$ 184,965	\$ 26,607	19,352	\$ 3,798	\$ 2,168	25,318	7,919	33,237	59,844	125,121
Barbers & Hairdressers	BAH1	\$ 389,183		\$ -	\$ 389,183	\$ 281,634	160,440	\$ 20,062	\$ 3,044	183,546	74,255	257,801	539,435	(150,252)
Behavior Analysts	BEV1	\$ 10,060		\$ -	\$ 10,060	\$ 4,966	2,007	\$ 366	\$ 1,359	3,732	1,374	5,106	10,072	(12)
Chiropractors	CHI1	\$ 208,070		\$ -	\$ 208,070	\$ 137,019	8,211	\$ 1,918	\$ 1,757	11,886	33,229	45,115	182,134	25,936
Collection Agencies	COA1	\$ 17,325		\$ -	\$ 17,325	\$ 33,147	16,884	\$ 1,956	\$ 1,221	20,061	9,466	29,527	62,674	(45,349)
Concert Promoters	CPR1	\$ 6,670		\$ -	\$ 6,670	\$ 574	438	\$ 139	\$ 433	1,010	171	1,181	1,755	4,915
Construction Contractors	CON1	\$ 1,477,270		\$ -	\$ 1,477,270	\$ 496,407	211,690	\$ 23,771	\$ 4,084	239,545	87,635	327,180	823,587	653,683
Home Inspectors	HIN1	\$ 8,115		\$ -	\$ 8,115	\$ 6,676	2,629	\$ 542	\$ 849	4,020	2,016	6,036	12,712	(4,597)
Dental	DEN1	\$ 626,646	\$ 227,625	\$ -	\$ 854,271	\$ 225,301	61,307	\$ 8,719	\$ 2,188	72,214	52,317	124,531	349,832	504,439
Dietitians/Nutritionists	DTN1	\$ 6,360		\$ -	\$ 6,360	\$ 13,508	7,150	\$ 606	\$ 921	8,677	789	9,466	22,974	(16,614)
Direct Entry Midwife	MID1	\$ 142,945		\$ -	\$ 142,945	\$ 22,687	1,153	\$ 13	\$ 550	1,716	3,839	5,555	28,242	114,703
Dispensing Opticians	DOP1	\$ 31,870	\$ 107,465	\$ -	\$ 139,335	\$ 15,035	2,699	\$ 530	\$ 724	3,953	4,532	8,485	23,520	115,815
Electrical Administrator	EAD1	\$ 17,276		\$ -	\$ 17,276	\$ 67,402	21,174	\$ 1,666	\$ 1,097	23,937	9,238	33,175	100,577	(83,301)
Euthanasia Services	EUT1	\$ 2,800	\$ 6,200	\$ -	\$ 9,000	\$ 1,833	254	\$ 25	\$ 141	420	561	981	2,814	6,186
Geologists	GEO1	\$ 795		\$ -	\$ 795	\$ 793	300	\$ 227	\$ 270	797	242	1,039	1,832	(1,037)
Guardians/Conservators	GCO1	\$ 11,681	\$ 9,166	\$ -	\$ 20,847	\$ 637	369	\$ 101	\$ 319	789	130	919	1,556	19,291
Guide-Outfitters	GUI1	\$ 458,520		\$ -	\$ 458,520	\$ 405,369	33,352	\$ 12,731	\$ 3,618	49,701	84,929	134,630	539,999	(81,479)
Marine Pilots	MAR1	\$ 124,200		\$ -	\$ 124,200	\$ 51,354	3,183	\$ 442	\$ 1,133	4,758	13,521	18,279	69,633	54,567
Foreign Pleasure Craft	FPC1	\$ 77,010		\$ -	\$ 77,010	\$ 9,368	-	\$ 328	\$ 515	843	2,864	3,707	13,075	63,935
Marital & Family Therapy	MFT1	\$ 106,101	\$ 20,151	\$ -	\$ 126,252	\$ 37,587	3,022	\$ 669	\$ 910	4,601	10,124	14,725	52,312	73,940
Massage Therapists	MAS1	\$ 79,165	\$ 33,654	\$ -	\$ 112,819	\$ 197,556	28,739	\$ 3,772	\$ 1,874	34,385	53,692	88,077	285,633	(172,814)
Mechanical Administrator	MEC1	\$ 15,510		\$ -	\$ 15,510	\$ 56,147	13,309	\$ 1,035	\$ 754	15,098	8,674	23,772	79,919	(64,409)
Medical	MED1	\$ 2,597,830		\$ -	\$ 2,597,830	\$ 899,162	295,417	\$ 25,361	\$ 4,627	325,405	243,855	569,260	1,468,422	1,129,408
Mortuary Science	MOR1	\$ 22,708		\$ -	\$ 22,708	\$ 4,042	3,114	\$ 341	\$ 611	4,066	1,127	5,193	9,235	13,473
Naturopaths	NAT1	\$ 4,355		\$ -	\$ 4,355	\$ 7,091	1,130	\$ 126	\$ 460	1,716	2,034	3,750	10,841	(6,486)
Nurse Aides	NUA1	\$ 190,159		\$ -	\$ 190,159	\$ 226,749	94,590	\$ 9,602	\$ 1,885	106,077	40,678	146,755	373,504	(183,345)
Nursing	NUR1	\$ 4,487,396		\$ -	\$ 4,487,396	\$ 1,448,247	544,196	\$ 33,348	\$ 5,798	583,342	328,279	911,621	2,359,864	2,127,532
Nursing Home Administrators	NHA1	\$ 12,265	\$ 7,411	\$ -	\$ 19,676	\$ 6,051	1,407	\$ 126	\$ 473	2,006	1,384	3,390	9,441	10,235
Optometry	OPT1	\$ 131,950		\$ -	\$ 131,950	\$ 73,836	7,565	\$ 921	\$ 1,363	9,849	21,644	31,493	105,329	26,621
Pawnbrokers	PAW1	\$ 1,300		\$ -	\$ 1,300	\$ 60	507	\$ 50	\$ 110	667	18	685	745	555
Pharmacy	PHA1	\$ 1,121,447		\$ -	\$ 1,121,447	\$ 432,923	159,541	\$ 37,686	\$ 4,695	201,922	118,262	320,184	753,107	368,340
Physical/Occupational Therapy	PHY1	\$ 111,935		\$ -	\$ 111,935	\$ 134,328	43,570	\$ 5,413	\$ 3,184	52,167	39,979	92,146	226,474	(114,539)
Prescription Drug Monitoring Program	PDMP	\$ 191,320		\$ -	\$ 191,320	\$ 1,728	-	\$ -	\$ -	-	-	-	1,728	189,592
Professional Counselors	PCO1	\$ 84,420		\$ -	\$ 84,420	\$ 154,477	25,026	\$ 4,265	\$ 2,751	32,042	45,118	77,160	231,637	(147,217)
Psychology	PSY1	\$ 156,005		\$ -	\$ 156,005	\$ 67,981	9,341	\$ 1,766	\$ 1,473	12,580	19,959	32,539	100,520	55,485
Public Accountancy	CPA1	\$ 164,635		\$ -	\$ 164,635	\$ 212,245	39,649	\$ 2,826	\$ 798	43,273	59,633	102,906	315,151	(150,516)
Real Estate	REC1	\$ 325,590		\$ -	\$ 325,590	\$ 261,752	84,879	\$ 18,989	\$ 1,812	105,680	64,581	170,261	432,013	(106,423)
Real Estate Appraisers	APR1	\$ 207,770		\$ -	\$ 207,770	\$ 104,618	8,534	\$ 3,571	\$ 1,498	13,603	22,600	36,203	140,821	66,949
Social Workers	CSW1	\$ 323,280		\$ -	\$ 323,280	\$ 197,763	27,240	\$ 3,810	\$ 3,903	34,953	39,564	74,517	272,280	51,000
Storage Tank Workers	UST1	\$ 785		\$ -	\$ 785	\$ 5,406	1,315	\$ 76	\$ 422	1,813	1,659	3,472	8,878	(8,093)
Veterinary	VET1	\$ 295,030		\$ -	\$ 295,030	\$ 138,572	26,409	\$ 3,243	\$ 2,157	31,809	38,446	70,255	208,827	86,203
No longer existent board/commission (ie Athletic)														
<b>Totals All Boards</b>		<b>\$ 14,619,400</b>	<b>\$ 411,672</b>	<b>\$ -</b>	<b>\$ 15,031,072</b>	<b>\$ 6,763,380</b>	<b>\$ 2,145,509</b>	<b>\$ 243,465</b>	<b>\$ 73,086</b>	<b>\$ 2,462,060</b>	<b>\$ 1,626,154</b>	<b>\$ 4,088,214</b>	<b>\$ 10,851,594</b>	<b>\$ 4,179,478</b>

ABL & Corporations	080801005	\$ 7,430,662	\$ -	\$ -	\$ 7,430,662	\$ 1,102,096	\$ 162,419	\$ 243,465	\$ 7,228	\$ 413,112	\$ 206,865	\$ 619,977	\$ 1,722,073	
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<b>DIVISION INDIRECT EXPENSES</b>	<b>Total</b>	<b>Prof Lic</b>	<b>Corp &amp; Bus Lic</b>
<b>Percentage of program direct Personal Services:</b>			
Business Supplies	85,168	29,383	55,785
Office Equipment	18,652	16,973	1,679
State Vehicles	2,870	2,612	258
Storage and Archives	9,909	9,899	10
Legal Support	88,145	85,849	2,296
Central Mail Services Postage	31,258	11,836	19,422
Software Licensing and Maintenance	70,759	66,578	4,180
Division Administrative Expenses - all other	160,543	160,223	320
Division allocated by percentage of direct personal services:	467,304	383,353	83,950
<b>Percentage of board licenses/total licensees:</b>			
Division supervisors of receipting Personal Services 75%	331,242	302,374	28,868
Receipting Personal Services 40%	251,010	229,135	21,875
Investigations indirect Personal Services	392,649	372,934	19,715
Division Administration Personal Services	421,260	383,355	37,906
Professional License Administration Personal Services	420,998	411,111	9,886
Division allocated by percentage of board licenses/total licensees:	1,817,159	1,698,909	118,250
<b>Receipting transaction % by Personal Services:</b>			
Division supervisors of receipting Personal Services 25%	110,414	55,207	55,207
Receipting Personal Services 60%	376,516	188,258	188,258
Division cash receipt transactions % by Personal Services \$	486,930	243,465	243,465
<b>Total Division Indirect Expenses</b>	<b>2,771,392</b>	<b>2,325,727</b>	<b>445,665</b>
<b>DEPARTMENT INDIRECT EXPENSES</b>			
<b>Percentage of program direct Personal Services:</b>			
Commissioner's Office	168,430	153,272	15,158
Administrative Services - Director's Office	58,529	53,261	5,268
Administrative Services - Human Resources	91,643	83,395	8,248
Administrative Services - Fiscal	90,296	82,169	8,127
Administrative Services - Budget	58,254	53,011	5,243
Administrative Services - Information Technology	79,553	72,393	7,160
Administrative Services - Information Technology - Network & Database	9,875	8,986	889
Administrative Services - Mail	10,456	9,515	941
Administrative Services - Facilities - Maintenance	-	-	-
Department allocated by percentage of direct personal services:	567,036	516,002	51,034
<b>Percentage of board licenses/total licensees:</b>			
Department administrative services support: Fiscal, IT, Procurement	490,769	446,600	44,169
<b>Receipting transaction % by Personal Services:</b>			
Department certified transactions % by Fiscal Revenue \$	80,314	73,086	7,228
<b>Total DEPARTMENT INDIRECT EXPENSES</b>	<b>1,138,119</b>	<b>1,035,688</b>	<b>102,431</b>
<b>STATEWIDE INDIRECT EXPENSES</b>			
<b>Percentage of program direct Personal Services:</b>			
Accounting and Payroll Systems	18,276	16,631	1,645
State Owned Building Rental (Building Leases)	359,593	327,230	32,363
State OIT Server Hosting & Storage	6,720	6,115	605
State OIT SQL	18,531	16,864	1,668
State Software Licensing	-	-	-
Human Resources	57,945	52,730	5,215
IT Non-Telecommunications (Core Cost)	299,874	272,886	26,989
IT Telecommunications	34,440	31,340	3,100
Risk Management	3,300	3,003	297
Statewide allocated by percentage of direct personal services:	798,680	726,799	71,881
<b>FY21 TOTALS BY METHODOLOGY</b>			
Percentage of program direct Personal Services:	1,833,019	1,626,154	206,865
Percentage of board licenses/total licensees:	2,307,928	2,145,509	162,419
Receipting transaction % by Personal Services:	567,244	316,551	250,693
<b>Grand Total</b>	<b>4,708,191</b>	<b>4,088,214</b>	<b>619,977</b>

Department of Commerce Community, and Economic Development  
Corporations, Business and Professional Licensing

Summary of All Professional Licensing  
Schedule of Revenues and Expenditures

Board of Certified Real Estate Appraisers	FY 16	FY 17	Biennium	FY 18	FY 19	Biennium	FY 20	FY 21	Biennium	FY 22 1st QTR
<b>Revenue</b>										
Revenue from License Fees	\$ 49,440	\$ 272,590	\$ 322,030	\$ 76,010	\$ 190,565	\$ 266,575	\$ 80,550	\$ 207,770	\$ 288,320	\$ (6,245)
General Fund Received							\$ -	\$ -	\$ -	\$ -
Allowable Third Party Reimbursements	-	5,827	5,827	1,534	4,314	5,848	\$ 2,559	\$ -	2,559	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 49,440</b>	<b>\$ 278,417</b>	<b>\$ 327,857</b>	<b>\$ 77,544</b>	<b>\$ 194,879</b>	<b>\$ 272,423</b>	<b>\$ 83,109</b>	<b>\$ 207,770</b>	<b>\$ 290,879</b>	<b>\$ (6,245)</b>
<b>Expenditures</b>										
Non Investigation Expenditures										
1000 - Personal Services	40,694	13,307	54,001	45,123	91,165	136,288	98,414	54,866	153,280	21,125
2000 - Travel	12,596	13,106	25,702	16,384	11,267	27,651	1,933	-	1,933	-
3000 - Services	3,008	5,288	8,296	7,445	10,666	18,111	30,418	13,957	44,375	-
4000 - Commodities	22	13	35	716	161	877	602	-	602	-
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	56,320	31,714	88,034	69,668	113,259	182,927	131,367	68,823	200,190	21,125
Investigation Expenditures										
1000-Personal Services	3,464	19,945	23,409	25,013	18,383	43,396	38,249	18,727	56,976	3,021
2000 - Travel					1,050	1,050	2,547	-	2,547	-
3023 - Expert Witness	-	-	-	3,485	1,050	4,535	4,050	2,850	6,900	-
3088 - Inter-Agency Legal	-	-	-	33	33	66	2,453	14,131	16,584	-
3094 - Inter-Agency Hearing/Mediation	-	-	-	217	-	217	-	65	65	-
3000 - Services other					633	633	111	22	133	-
4000 - Commodities					-	-	-	-	-	-
Total Investigation Expenditures	3,464	19,945	23,409	28,748	21,149	49,897	47,410	35,795	83,205	3,021
<b>Total Direct Expenditures</b>	<b>59,784</b>	<b>51,659</b>	<b>111,443</b>	<b>98,416</b>	<b>134,408</b>	<b>232,824</b>	<b>178,777</b>	<b>104,618</b>	<b>283,395</b>	<b>24,146</b>
Indirect Expenditures										
Internal Administrative Costs	9,900	9,222	19,122	15,708	20,705	36,413	21,754	15,657	37,411	3,914
Departmental Costs	8,446	7,009	15,455	13,293	21,286	34,579	17,090	10,445	27,535	2,611
Statewide Costs	3,280	2,319	5,599	7,826	11,964	19,790	18,005	10,101	28,106	2,525
<b>Total Indirect Expenditures</b>	<b>21,626</b>	<b>18,550</b>	<b>40,176</b>	<b>36,827</b>	<b>53,955</b>	<b>90,782</b>	<b>56,849</b>	<b>36,203</b>	<b>93,052</b>	<b>9,050</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 81,410</b>	<b>\$ 70,209</b>	<b>\$ 151,619</b>	<b>\$ 135,243</b>	<b>\$ 188,363</b>	<b>\$ 323,606</b>	<b>\$ 235,626</b>	<b>\$ 140,821</b>	<b>\$ 376,447</b>	<b>\$ 33,196</b>
<b>Cumulative Surplus (Deficit)</b>										
Beginning Cumulative Surplus (Deficit)	\$ 198,553	\$ 166,583		\$ 374,791	\$ 317,092		\$ 323,608	\$ 171,091		\$ 238,040
Annual Increase/(Decrease)	(31,970)	208,208		(57,699)	6,516		(152,517)	66,949		(39,441)
Ending Cumulative Surplus (Deficit)	\$ 166,583	\$ 374,791		\$ 317,092	\$ 323,608		\$ 171,091	\$ 238,040		\$ 198,599
<b>Statistical Information</b>										
Number of Licenses for Indirect calculation	287	346		342	298		345	370		

**Additional information:**

- Fee analysis required if the cumulative is less than zero; fee analysis recommended when the cumulative is less than current year expenditures; no fee increases needed if cumulative is over the current year expenses \*
- Most recent fee change: Fee change FY19
- Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program ch

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	APR1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)	
	1000 - Personal Services	Grand Total
1011 - Regular Compensation	13,455.37	13,455.37
1023 - Leave Taken	2,283.98	2,283.98
1028 - Alaska Supplemental Benefit	966.48	966.48
1029 - Public Employee's Retirement System Defined Benefits	2,483.49	2,483.49
1030 - Public Employee's Retirement System Defined Contribution	398.17	398.17
1034 - Public Employee's Retirement System Defined Cont Health Reim	217.88	217.88
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	80.13	80.13
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	1,561.76	1,561.76
1039 - Unemployment Insurance	51.91	51.91
1040 - Group Health Insurance	1,757.64	1,757.64
1041 - Basic Life and Travel	3.94	3.94
1042 - Worker's Compensation Insurance	146.72	146.72
1047 - Leave Cash In Employer Charge	269.33	269.33
1048 - Terminal Leave Employer Charge	220.27	220.27
1053 - Medicare Tax	220.66	220.66
1077 - ASEA Legal Trust	3.50	3.50
1079 - ASEA Injury Leave Usage	1.01	1.01
1080 - SU Legal Trst	14.80	14.80
1016 - Other Premium Pay	9.05	9.05
<b>Grand Total</b>	<b>24,146.09</b>	<b>24,146.09</b>

Regulation Project  
SB21 - Military Licensing  
12 AAC 70.111(B) Clean Up

# MEMO

## Alaska Certified Real Estate Appraiser Board and Program Staff

Staff Members:

The Alaska Certified Real Estate Appraiser Board is currently undertaking a regulations project to revise current and appropriate regulations to adequately comply with SB-21 (Military Licensing provisions in State Law).

Said regulations project is expected to revise existing regulations to exclude military personnel licensees and military personnel spouse licensees from specific requirements, as well as propose and adopt new regulations specific to application processes for military personnel and military personnel spouses.

Although we will be working diligently through the regulations change process, we expect this regulations project to take a substantial amount of time as we move through the regulated process requirements of such.

In the interim, the Alaska Certified Real Estate Appraiser Board kindly requests that program staff enact an informal policy of expediting all license type applications from persons that are, or may be considered, active duty or other military personnel or spouses.

This will help ensure the Alaska Certified Real Estate Appraiser program stays compliant with the requirements of AS 08.01.063 throughout and until the completion of our regulations project. Upon completion of the regulations project, we expect the regulations to fully encompass the requirements and intent of SB-21 and AS 08.01.063.

Ashlee Stetson  
Board Chair  
December 30, 2021

**12 AAC 70.920. COURTESY LICENSE. Temporary License for Spouses of Military Personnel and Active Duty Personnel.**

(a) The board or the board's designee in the department will issue a ~~courtesy~~ **temporary** license to a nonresident who is a certified or credentialed real estate appraiser in another state and who meets the requirements of this section.

(b) An applicant for a **temporary** license shall submit

- (1) a completed application on the forms provided by the department;
- (2) any fees required in 12 AAC 02.370;
- (3) evidence of a certificate or an applicant's credentials as a real estate appraiser in good standing from another state; and
- (4) an address for service of process.
- (5) a copy of the applicant's military dependent identification card and a copy of official active duty military orders showing the spouse is assigned to a duty station in this state.

(c) A **temporary** license holder shall submit to the board a copy of the report prepared for the appraisal assignment for which the courtesy license was issued within 30 days of the completion of the assignment.

(d) The board's designee in the department shall issue a **temporary** license within ~~five~~ **30** days after receipt of the materials and fees required in (b) of this section unless those application materials indicate disciplinary action in another state.

(e) A temporary military license issued under this section is valid for 180 days. For good cause shown to the Board satisfaction, the Board may extend a temporary military license for a period not to exceed 180 days.

(f) While practicing under a temporary military license issued under this section and chapter, and is subject to discipline under AS 08.87.200-210

(g) **In compliance** with 12 U.S.C. 331-3351 (Title XI, Financial Institutions Reform, Recovery and Enforcement Act of 1989), the board or the board's designee in the department will issue a courtesy license to a credentialed nonresident of this state for the purpose of providing appraisal services for federally-related transactions in this state.

(h) In this section, "credentialed" means a licensed or certified appraiser in good standing in another state.

**Temporary License for Spouses of Military Personnel**

*The board or the board's designee may issue temporary license or certification for general, residential, or trainee appraiser license types in accordance with 12 AAC 02.956.*

*Trainee appraiser must secure an Alaskan Supervisor before licensure.*

**Temporary License for Military Personnel**

*The board or the board's designee may issue temporary license or certification for general, residential, or trainee appraiser license type in accordance with 12 AAC 02.957.*

*Trainee appraiser must secure an Alaskan Supervisor before licensure.*

**12 AAC 02.956. TEMPORARY LICENSE FOR SPOUSES OF MILITARY PERSONNEL.** (a) The department will issue a temporary license to the spouse of an active duty member of the armed forces of the United States who meets the requirements of AS 08.01.063 and this section, authorizing the holder to practice a profession that is regulated by the department under AS 08.01.010 and this title.

- (b) An applicant for a temporary license under this section must submit
  - (1) a completed application, on a form provided by the department;
  - (2) the applicable fees established in 12 AAC 02.105 for a temporary license;
  - (3) a copy of the applicant's military dependent identification card and a copy of the spouse's current active duty military orders showing assignment to a duty station in this state;
  - (4) verification of licensure from each jurisdiction where the applicant holds or has ever held a license to practice the profession for which the temporary license is requested, one of which must be a current license in good standing and meet the requirements of AS 08.01.063(a)(2); the verifications must meet the requirements of AS 08.01.063(a)(4) and (5); and
  - (5) if the profession for which the applicant is seeking a temporary license requires a criminal history background check, a completed fingerprint card and the fee required by the Department of Public Safety to obtain state and national criminal justice information required under AS 08.01.063(a)(3).
- (c) The department will expedite the issuance of the license under this section as required by AS 08.01.063(b).
- (d) A temporary license issued under this section is valid for 180 days, and may be extended for an additional 180-day period by applying on a form provided by the department and submitting the temporary license fee established in 12 AAC 02.105.

**12 AAC 02.957. TEMPORARY LICENSE FOR MILITARY PERSONNEL.** (a) The department will issue a temporary license to a member of the armed forces of the United States who meets the requirements of AS 08.01.064 and this section, authorizing the holder to practice a profession that is regulated by the department under AS 08.01.010 and this title.

- (b) An applicant for a temporary license under this section must submit
  - (1) a completed application, on a form provided by the department;
  - (2) the applicable fees established in 12 AAC 02.105 for a temporary license;
  - (3) verification of licensure from each jurisdiction where the applicant holds or has ever held a license to practice the profession for which the temporary license is requested; the verifications must meet the requirements of AS 08.01.063(a)(4) and (5);
  - (4) evidence satisfactory to the department of meeting the requirements of AS 08.01.064(b)(3) as follows:
    - (A) verification of a current license or certificate issued by another jurisdiction that provides proof of licensure during the time the applicant provided the practice in the area of the license or certificate while in the military, and proof that the applicant practiced the profession, as described in AS 08.01.064(b)(3)(A); or
    - (B) documentation of receiving education, training, or service as a member of the armed forces and being awarded a degree, diploma, or certificate by a branch of the armed forces of the United States or any state, that meets the requirements of AS 08.01.064(b)(3)(B); and
  - (5) if the profession for which the applicant is seeking a temporary license requires a criminal history background check, a completed fingerprint card and the fee required by the Department of Public Safety to obtain state and national criminal justice information required under AS 08.01.063(a)(3).
- (c) The department will expedite the issuance of the license under this section for an applicant who is on active duty as required by AS 08.01.064(c)
- (d) A temporary license issued under this section is valid for 180 days, and may be extended for an additional 180-day period by applying on a form provided by the department and submitting the temporary license fee established in 12 AAC 02.105.

## Regulation Changes Questionnaire

Division/Board: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Regulation change being proposed: 12 AAC \_\_\_\_\_

General topic of the regulation: SB21 - Military Licensing

This worksheet is designed to help the board think through an anticipated regulations project. Staff will provide this worksheet to the board at the time a regulations project is being approved for public notice. This information will be used to develop a FAQ to be posted on the board's web page to help the public understand the project. Staff will submit the completed worksheet with the draft board minutes to the Regulations Specialist within 10 days of the meeting and provide a copy to the supervisor. Appropriate staff will be assigned to complete this worksheet if a division regulation. **NOTE: Use a separate worksheet for each section being proposed.**

1. Is the new regulation needed to comply with new legislation or federal law?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, effective date of new statute/federal law: _____	
<i>(If appropriate, ensure the new regulation is in line with federal requirements prior to initiating a regulation project.)</i>	
2. Does the change add a new license type?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes:	
Does it affect current licensees?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do current licensees/non-licensees already perform the service for which the new license type is required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there a grace period or date explicitly included in the regulation to allow for a transition period?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Does it change the qualifications or requirements of an existing license?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, does it affect current licensees?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Does it affect continuing education/competency requirements?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes:	
Does it add additional requirements or hours?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does it clarify existing regulations?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is there an effective date in the future to give licensees time to comply?	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Is it a fee change or does it create a new fee?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes:	
Does it move fees in the centralized regulations to a new number, therefore affecting other program regulations?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. Does it make changes to the requirements of licensees?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes:	
All licensees	Yes <input type="checkbox"/> No <input type="checkbox"/>
Certain licensees (List: _____)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Initial licensees	Yes <input type="checkbox"/> No <input type="checkbox"/>
7. In addition to interested parties, who should receive the public notice? (All licensees or certain license types?)	

8. In addition to the 30-day minimum written notice, does the board request a public hearing? If yes, when and where.
9. What will the regulation do?
10. What is the demonstrated public need or purpose of this regulation?
11. What is the known or estimated cost of the new regulation to a private person, another agency, or a municipality (see Step 3 of the <i>Steps in the Regulation Process...</i> )?
12. What <u>positive</u> consequences may this regulation have on public or private people, businesses, or organizations?
13. What <u>negative</u> consequences may this regulation have on public or private people, business, or organizations?
14. If any <u>negative</u> consequences, please address the reasons why the public need for this change outweighs the negative impact.
15. List any additional questions or comments that may arise from the public during the comment period. Include a response to the questions.
16. What type of notification outlining the changes will be required once the regulation is adopted? Check appropriate boxes. FAQ on website <input type="checkbox"/> Email to licensees <input type="checkbox"/> *Letter to licensees <input type="checkbox"/> * Cost to board for mailing letter

Staff submitting this worksheet: \_\_\_\_\_ Date submitted to Regulations Specialist: \_\_\_\_\_

# Proposed Regulation Change

The Board of Certified Real Estate Appraisers

**Regulation:** 12 AAC 70.111(1)(B)  
Application for Trainee Appraiser to Residential  
Real Estate Appraiser Certification

**New:**

**Revised:**

**Repealed:**

**Readopted:**

**Proposed Date:** 1/11/2022

## I. Current Language

- (a) A trainee appraiser who is applying to transition as a certified residential real estate appraiser must
- (1) submit a completed application, on a form provided by the department; the application must include
    - (A) the personal identification information requested on the form;
    - (B) the official transcripts showing the applicant has met the degree requirements of 12 AAC 70.115(a);**

## II. Proposed Language

- (a) A trainee appraiser who is applying to transition as a certified residential real estate appraiser must
- (1) submit a completed application, on a form provided by the department; the application must include
    - (A) the personal identification information requested on the form;
    - (B) the official transcripts showing the applicant has met the degree requirements of 12 AAC 70.115(c);**

**III. Justification** AS 08.87.020;

12 AAC 70.115

**Motion Date:**

**Forward to Jun M:**

## 12 AAC 70.115. EDUCATION REQUIREMENTS FOR REAL ESTATE APPRAISER CERTIFICATION.

(a) An applicant for certification as a general real estate appraiser must document satisfactory completion of 300 creditable classroom hours of instruction that meet the requirements in 12 AAC 70.140 with emphasis on appraisal of nonresidential properties, and a bachelor's degree or higher in any field from an accredited college or university.

(b) An applicant for the Appraiser Qualification Board approved examination for certification as a general real estate appraiser shall document satisfactory completion of 300 creditable classroom hours as specified in the following core curriculum:

- (1) basic appraisal principles, 30 hours;
- (2) basic appraisal procedures, 30 hours;
- (3) the 15-hour national USPAP course or its equivalent, 15 hours;
- (4) general appraiser market analysis and the principle of the highest and best use of the property, 30 hours;
- (5) statistics, modeling, and finance, 15 hours;
- (6) general appraiser sales comparison approach, 30 hours;
- (7) general appraiser site valuation and cost approach, 30 hours;
- (8) general appraiser income approach, 60 hours;
- (9) general appraiser report writing and case studies, 30 hours;
- (10) appraisal subject matter electives, 30 hours, and may include hours over the minimum of the course topics required under this subsection.

(c) An applicant for certification as a residential real estate appraiser must document satisfactory completion of 200 creditable classroom hours of instruction that meet the requirements in 12 AAC 70.140 with emphasis on appraisal of residential properties, and one of the following:

- (1) a bachelor's degree or higher in any field from an accredited college or university;
- (2) an associate's degree in a field of study related to business administration, accounting, finance, economics, or real estate;
- (3) successful completion of 30 semester hours of college level courses that cover each of the following specific topic areas and hours:
  - (A) English composition, three hours;
  - (B) microeconomics, three hours;
  - (C) macroeconomics, three hours;
  - (D) finance, three hours;
  - (E) algebra, geometry, or higher mathematics, three hours;
  - (F) statistics, three hours;
  - (G) computer science, three hours;
  - (H) business or real estate law, three hours; and
  - (I) two elective courses in any of the topics listed in (A) – (H) of this paragraph or in accounting, geography, agricultural economics, business management, or real estate, three hours each; or
- (4) successful completion of at least 30 semester hours of the College Level Examination Program (CLEP) examination in the following specific topic areas and hours:
  - (A) college algebra, three hours;
  - (B) college composition, six hours;

- (C) college composition modular, three hours;
  - (D) college mathematics, six hours;
  - (E) principles of macroeconomics, three hours;
  - (F) principles of microeconomics, three hours;
  - (G) introductory business law, three hours; and
  - (H) information systems, three hours.
- (d) An applicant for the Appraiser Qualification Board examination for certification as a residential real estate appraiser shall document satisfactory completion of 200 creditable classroom hours as specified in the following core curriculum:
- (1) basic appraisal principles, 30 hours;
  - (2) basic appraisal procedures, 30 hours;
  - (3) the 15-hour national USPAP course or its equivalent, 15 hours;
  - (4) residential market analysis and the principle of the highest and best use of the property, 15 hours;
  - (5) residential appraiser site valuation and cost approach, 15 hours;
  - (6) residential sales comparison and income approaches, 30 hours;
  - (7) residential report writing and case studies, 15 hours;
  - (8) statistics, modeling and finance, 15 hours;
  - (9) advanced residential applications and case studies, 15 hours;
  - (10) appraisal subject matter electives, 20 hours, and may include hours over the minimum of the course topics required under this subsection.
- (e) In this section, “residential property” means property with one to four residential units.
- (f) An applicant for approval as a trainee appraiser must document satisfactory completion of 75 creditable classroom hours as specified in the following core curriculum:
- (1) basic appraisal principles, 30 hours;
  - (2) basic appraisal procedures, 30 hours;
  - (3) the 15-hour national USPAP course or its equivalent, 15 hours.

Authority: AS 08.87.020 AS 08.87.110

## Regulation Changes Questionnaire

Division/Board: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Regulation change being proposed: 12 AAC \_\_\_\_\_

General topic of the regulation: 12 AAC 70.111 (B) \_\_\_\_\_

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Staff submitting this worksheet: \_\_\_\_\_ Date submitted to Regulations Specialist: \_\_\_\_\_

# Application Review

# Board Business