



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
REAL ESTATE APPRAISER COMMISSION
SPECIAL MEETING AGENDA

DATE: May 16, 2023
TIME: 1:30 PM
LOCATION: Virtual via Teams
MEETING LINK: [Click here to join the meeting](#)
MEETING ID: 222 097 077 389
PASSCODE: Q3UDf6
CALL IN (AUDIO ONLY): 564-999-2000 (Olympia) or 833-322-1218 (Toll-free)
PHONE CONFERENCE ID: 821 530 894#

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - 4.1. Approval of January 12, 2023 minutes
 - 4.2. Approval of April 4, 2023 minutes
5. Awards/Recognition
 - 5.1. Recognition of Heather Sullivan's service
6. Old Business
 - 6.1. **Practical Applications of Real Estate Appraisers Update**
Staff will provide an update concerning the rulemaking process.
7. New Business - None.
8. Reports
 - 8.1. **Committee Reports**
 - 8.1.1. **Diversity Equity & Inclusion Update**
The Diversity, Equity & Inclusion Committee will provide an update as it relates to the Commission.
 - 8.2. **Staff Reports**
 - 8.2.1. **Boards, Commissions, and Outreach Organizational Changes**
Staff will provide an overview of recent changes to the agency and the Boards, Commissions, and Outreach team organizational structure.
 - 8.2.2. **Complaint Case Counts**
Staff will provide data on the status of current and closed complaint cases.

8.2.3. Licensee Counts

Staff will provide data on the current licensees by age, status, and county.

8.2.4. Complaint Process Presentation

Staff will provide details on the steps taken to research and resolve complaints.

8.2.5. Review Master Action Items List

Staff will provide a review of the current and ongoing action items.

9. Public Comments

The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments. The Board is limited to directing staff to study the matter further or requesting that the matter be rescheduled for discussion and consideration at a later time.

Members of the public who address the Board verbally are limited to one three-minute comment. In lieu of a verbal comment, individuals may submit their comment in writing at least two days prior to the meeting by emailing DOLBoards@dol.wa.gov. Written comments are limited to no more than 500 words and will be read by staff during this portion of the meeting.

10. Conclusion

10.1. Announcements

Staff and Commissioners will provide information, updates, and news impacting the industry. This will be informational only; no discussion or action will be taken.

10.2. Requests for Agenda Items

Commissioners will request staff to add items to the next meeting agenda, or master action item list, based on public comments or other discussion from this meeting.

10.3. Review Action Items from This Meeting

Staff will review the new action items from this meeting.

11. Adjournment

Next Board Meeting:

July 13, 2023, at 10:00 AM

Virtual via Teams