



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021, Olympia, Washington 98507-9021

**Washington State Real Estate Appraiser Commission
REGULAR MEETING MINUTES**

DATE: August 19, 2016

TIME: 9:00 A.M.

PLACE: Shilo Inns Moses Lake
1819 E Kittleson
Moses Lake, WA 98837

MEMBERS PRESENT: Dean Potter, Chair
Theresa Blake, Vice Chair
Mary Howells, Commissioner
Jeffrey Lembeck, Commissioner
Sandra Guilfoil, Commissioner

MEMBERS ABSENT: Arvel Hale, Commissioner, excused absence
Michael Munson, Commissioner, excused absence

STAFF PRESENT: Dee Sharp, Appraisers Program Manager
Jerry McDonald, Administrator

1. CALL TO ORDER

Dean Potter, Chair, called the Real Estate Appraiser Commission meeting to order at 9:00 A.M.. Commission members and Dee Sharp introduced themselves. Chair Potter welcomed the audience.

1.1 Approval of Agenda:

MOTION: It was moved and seconded to approve the August 19, 2016, agenda. Motion passed.

1.2 Approval of Previous Meeting Minutes:

MOTION: It was moved and seconded to approve the May 20, 2016, meeting minutes. Motion passed.

2. REPORTS

2.1 State of the Program:

Dee Sharp gave a presentation on the state of the Program which included: the Appraiser Program's functions, appraiser population, licensing transactions, complaints, budget overview, and recent and upcoming events. The Program has begun to receive an increasing number of calls by home owners and real estate brokers about the length of time it's taking to receive appraisal reports or how they can't get someone to do the appraisal reports. The official Appraisal Subcommittee review findings have been received and the Program was given an Excellent rating for the 2014-2016 review period.

Jerry McDonald reported that the continued decline in the appraiser population may require an increase in fees to continue funding the regulatory program. The Program's budget is self-funded from the fees received and not by the general fund.

3. OLD BUSINESS

3.1 Mass Appraisal Experience Log Workgroup:

Commissioner Howells reported the workgroup is continuing their work to update the mass appraisal work experience log that is used by applicants that wish to use mass appraisal experience to apply for an appraiser credential. The work group discussed the complexity of the assignment and are continuing to develop a form that will assist applicants to report qualifying experience. This workgroup will report its progress at the November meeting.

4. NEW BUSINESS

4.1 Discussion regarding WAC 308-125-095(1)(i) Responsibilities of the appraiser supervisor

The Rules Committee and Commissioner Jeff Lembeck are tasked to look at WAC 308-125-095(1)(i) in regard to area "*Personally inspect with the trainee, at a minimum, the interior of twenty-five subject properties, or until the supervisory appraiser considers the trainee competent.*" which is vague and hard to enforce for the Program. Chair Potter substituted Theresa Blake for Mary Howells, who is on the Rules Committee however already involved in the Mass Appraisal Experience Log workgroup.

4.2 Challenge in locating a Supervisory Appraiser

The Commission received a request to review, discuss and make recommendations pertaining to an Appraiser Trainee having difficulty finding a certified appraiser willing to supervise trainees. The Commission discussed that the Appraiser Commission is limited to acting as an Advisory Board to make policy recommendations to the Department and the issue of Appraisers being willing to supervise trainees is outside the scope of this Commission. This issue may be better posed with the Appraiser Qualifications Board for their review and discussion as the entity that sets the minimum qualifications for Supervisory Appraisers and Appraiser Trainees.

5. OPEN FORUM

The audience and Commission discussed the topic of being or not being a Supervisor. In the audience was a Certified Residential Appraiser and a person who has completed all of the required hours to become a Trainee, however can't find a supervisor. The discussion surrounded this being a business decision on whether to be a supervisor or not and how to make a Supervisor/Trainee relationship work.

6. ACTION ITEMS

6.1 What types of property is the Program receiving complaints about?

Dee Sharp to bring information to November Appraiser Commission meeting in Sequim.

6.2 Mass Appraisal Experience Log Update:

Commissioner Guilfoil says there will be something in writing presented in November.

6.3 WAC 308-125-095(1)(i) - Responsibilities of the Appraiser Supervisor:

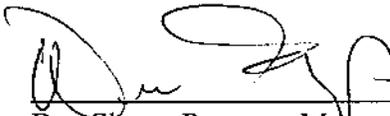
The committee consists of Commissioners Potter, Lembeck, Blake and Program Manager Dee Sharp. Dee will set up a meeting and the committee will report in November.

7. ADJOURNMENT

There being no other business, the meeting was adjourned by Chair Potter at 10:10 A.M.

MOTION: It was moved and seconded to adjourn the Meeting. Motion passed.

Submitted by:



Dee Sharp, Program Manager

11/18/2016
Date

Approved by:



Dean Potter, Commissioner Chair

11-18-16
Date