

VERMONT SECRETARY OF STATE
OFFICE OF PROFESSIONAL REGULATION
89 MAIN STREET, MONTPELIER, VT
VERMONT BOARD OF REAL ESTATE APPRAISERS

MINUTES
OCTOBER 5, 2016

Present: George Sargeant, John Waldo, Kurt Kaffenberger, Robert Wernecke and Dawn Loring via phone.
Staff Present: Diane Lafaille, Gabriel Gilman, Carla Preston, S. Lauren Hibbert and Director Colin Benjamin.

Others Present: Larry Martin, Kyle Martin, Nathan Goddard, Robert Guay and Tim Zach, via phone.

1. The meeting was called to order at 9:04 a.m.
2. The minutes of the August 3, 2016 meeting were approved as written.
3. Case Managers Report – There are 7 cases pending. 1 is on hold, 3 are with investigators and 3 are pending charges.

Attorney Hibbert and Ms. Preston discussed process ideas with the Board. They presented each member of the Board with a worksheet to be completed and return to Ms. Preston with each investigation they are assigned to.

4. Larry Martin, Kyle Martin, Nathan Goddard and Robert Guay came to the Board to ask that the Board look at the process and timeline of receiving a license. They stated their concern over how long it took to process and application to become licensed. The Board understands their concern and noted that the Office of Professional Regulation is in the process of getting a new platform, taking the place of the current system, elicense. This will help in the ability of processing and the ability for the applicant to see and better understand what is still outstanding in order to obtain licensure.

The Board, at its next meeting, will discuss:

- a) written application processing workflow, and
- b) any suggested revisions to online guidance for applicants.

5. Other:

- a. ASC findings letter – Attorney Hibbert and Attorney Gilman discussed this with the Board. Attorney Gilman will respond to ASC.
- b. Director Benjamin came to speak with the board about its budget. He also discussed that OPR will be getting a new platform, taking the place of e-license.

Mr. Kaffenberger moved, seconded by Mr. Wernecke, to leave the fees as they are with no adjustments. Approved.

- c. AMC's and what direction the Board would like to take was discussed. Mr. Kaffenberger moved, seconded by Ms. Loring, to request from the Office of Professional Regulation a Sunrise/Sunset Study. This will be discussed further at the Board's next meeting.
- d. Education Courses:

Appraisal Institute

Online Rates & Ratios: making Sense of GIMs, OARs & DCF for 7/CE – AQB approved –

expires 8-4-17.

International Financial Reporting Standards for the Real Property Appraiser for 13/CE – Approved.

Case Studies in Appraising Green Commercial Buildings for 14/CE – Approved.

McKissock LP

Residential Market Analysis Highest & Best Use for 14/CE – AQB approved.

Massachusetts Board of Real Estate Appraisers

2016 New England Appraiser Expo: Commercial Program for 7/CE – approved.

2016 New England Appraiser Expo: Residential Program for 7/CE – approved.

Mastering Unique & Complex Property Appraisal for 18/CE & 20/QE – AQB approved.

American Society of Farm Managers and Rural Appraisers

Rapid Fire Case Studies 2016 for 6/CE – approved.

Individual Requests

Michelle Wilson 9 IAAO course – Tabled - The Board has no information to review.

g. Elections:

Mr. Wernecke nominated Mr. Kaffenberger for Chair and Mr. Waldo for Vice-Chair.
Approved.

h. The Board, at its next meeting, will discuss the composition of the Board and possibly changing it to a 5 member board instead of 6 and require only 1 public member instead of 2.

6. The Board adjourned at 11:38 a.m.

Respectfully submitted,

Diane Lafaille, Licensing Board Specialist