



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

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JB PRITZKER
Governor

MARIO TRETO, JR.
Acting Secretary

LAURIE MURPHY
Acting Director

Illinois Department of Financial & Professional Regulation Division of Real Estate Real Estate Appraisal Administration and Disciplinary Board ("The Real Estate Appraisal Board")

Open Minutes

Date: January 11, 2022

Call to Order: 10:02 a.m. – Patricia McGarr – Chairperson

Location: Illinois Department of Financial and Professional Regulation (IDFPR)/Division of Real Estate (DRE) Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster.

Board Members Present: Douglas Anderson, Sara Chambers, Gail Lissner, Cecelia Marlow, Patricia McGarr, John McMahon, Katie McNally, Jonathan Michie, Mike Morris, Ken Mrozek, Brian Weaver (Non-Voting)

Staff Members Present: Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Jeremy Reed - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Hector Rodriguez – Chief of Investigations, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Craig Capilla, Scott Dibiasio, Herbert Meyer, Fred Nickl, Sarah Walsh, TJ McCarthy, John Satter, Edward Williams

	Discussion	Action
Call to Order	<p>Chairperson Patricia McGarr called the meeting to order and read a mandatory statement regarding the Open Meetings Act.</p> <p><i>This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster. All votes will be conducted by roll call, so each member's vote on each issue can be identified and recorded.</i></p> <p style="text-align: center;">Attendance Taken: Douglas Anderson - present Sara Chambers – present Gail Lissner – present Cecelia Marlow -present Patricia McGarr – present John McMahan - present Katie McNally – present Jonathan Michie - present Mike Morris - present Ken Mrozek – present</p>	The meeting was called to order at 10:02 a.m.
Review and Approval of Board Minutes	<p>The Board reviewed the Open Minutes from the December 14, 2021 Appraisal Board meeting.</p> <p style="text-align: center;">Roll Call Vote Taken:</p>	A motion was made by Morris and seconded by McMahan to approve the Open Minutes as presented from the December 14, 2021 Appraisal Board

	<p>Douglas Anderson - yes Sara Chambers – yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr – yes John McMahon – yes Katie McNally – yes Jonathan Michie - yes Mike Morris - yes Ken Mrozek – yes</p>	<p>meeting. The motion carried by roll call vote.</p>
<p>Public Comments</p>	<p>Sarah Walsh, Chicago Chapter of the Appraisal Institute and ICAP Executive Director, asked that a determination on virtual education be made by the Department as soon as possible. Ms. Walsh indicated virtual courses, especially USPAP courses, would be helpful for the students as regulations in Cook County require the student has a vaccination card. Adrienne Levatino responded that the Department is looking at that and will act accordingly in the future.</p> <p>There was discussion regarding the requirements for the USPAP update. Herb Meyer wanted to clarify if an appraiser takes the case studies class now, will he have to take USPAP again next year. Brian Weaver explained unless the Rule changes appraisers must take the case studies course prior to June 30, 2022.</p> <p>TJ McCarthy asked if our Department still utilizes a probable cause committee made up of Board members upon complaint intake. Brian Weaver responded that we do.</p>	
<p>Licensing and Education Report</p>	<p>The 2021 License Report for activity conducted in December presented and discussed. A copy of the report is attached to and made a part of these minutes.</p>	

	<p>Jeremy Reed explained the Springfield staff continues to work remotely. Mr. Reed explained the upcoming real estate broker renewal should be an online renewal.</p> <p>Susan Sigourney mentioned, since the last Board meeting, the following have been approved: 6 Education Courses, 4 log audits, 1 Out of State CE request, 0 Non-Student Activity 4 Endorsement Applications 3 Application Reviews</p>	
Investigations Report	<p>The Investigations Report for the month of December 2021 was presented and distributed. A copy of this report is attached to and made a part of these minutes. Hector Rodriguez said his staff is working remotely. Mr. Rodriguez explained the investigators have completed the 15-hour USPAP course.</p>	
Prosecutions Report	<p>The Prosecutions Report for the month of December 2021 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p>	
Formal Hearing Schedule	<p>There is a Formal Hearing scheduled for February 9, 2022 that will be in-person.</p>	
Education Course Approval	<p>Roll Call Vote Taken: Douglas Anderson - yes Sara Chambers – yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr – yes John McMahon – yes Katie McNally – yes</p>	<p>A motion was made by Mrozek and seconded by McMahon to recommend approval of the six Appraisal education courses reviewed by a Board member and presented by Susan Sigourney. The motion carried by roll call vote.</p>

	<p>Jonathan Michie - yes Mike Morris - yes Ken Mrozek – yes</p> <p>Course reviewed and approved by Ken Mrozek:</p> <p>ASFMRA (CE) Uniform Appraisal Standards for Federal Land Acquisitions Yellow Book, 21 hours</p> <p>Courses reviewed and approved by Sara Chambers:</p> <p>Iowa Chapter of the Appraisal Institute (CE) Spotlight on Reappraising, Readdressing & Reassigning, 2 hours</p> <p>Iowa Chapter of the Appraisal Institute (CE) Spotlight on Common Errors & Issues, 2 hours</p> <p>McKissock (CE) Diversify Your Appraisal Practice with Estate Appraisals, 3 hours</p> <p>McKissock (CE) Measuring 1-4 Unit Residential Properties with ANSI Z765 Standard Live Webinar, 4 hours</p> <p>Course reviewed and approved by John McMahon:</p> <p>McKissock (CE) Valuation of Residential Solar Live Webinar, 3 hours</p>	
Old Business	Brian Weaver explained we had 125 complaints come in the last calendar year.	
New Business	Adrienne Levatino informed the Board the Department staff is still in the process of drafting a first set of Rules which will be vetted by senior leadership of the Division.	

	Ms. Levatino said, after this, we will welcome input from all experts and practitioners in the field. Adrienne Levatino explained the Rules process.	
Motion to go into Closed Session	<p>Roll Call Vote Taken: Douglas Anderson - yes Sara Chambers – yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr – yes John McMahan – yes Katie McNally – yes Jonathan Michie - yes Mike Morris - yes Ken Mrozek – yes</p>	A motion was made by Chambers and seconded by Lissner to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:31 a.m. The motion carried by roll call vote.
Closed Session:	<p>The December 14, 2021 closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	
Motion to go into Open Session	<p>Roll Call Vote Taken: Douglas Anderson - yes Sara Chambers – yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr – yes John McMahan – yes Katie McNally – yes Jonathan Michie - yes Mike Morris - yes Ken Mrozek – yes</p>	A motion was made by Mrozek and seconded by Lissner to go into Open Session at 11:05 a.m. The motion carried by roll call vote.
Approval of December 14, 2021 Closed Minutes	<p>Roll Call Vote Taken: Douglas Anderson - present Sara Chambers – present Gail Lissner – present Cecelia Marlow -present Patricia McGarr – present John McMahan - present Katie McNally – present</p>	A motion was made by Morris and seconded by Lissner to approve the Appraisal Board Closed Minutes from December 14, 2021. The motion carried by roll call vote.

<p>Recommendations</p> <p>The Board signed no Findings of Fact, Conclusions of Law and Recommendation to the Director</p> <p>Order</p>	<p>Jonathan Michie - yes Mike Morris - present Ken Mrozek – present</p> <p>Roll Call Vote Taken: Douglas Anderson - present Sara Chambers – present Gail Lissner – present Cecelia Marlow -present Patricia McGarr – present John McMahon - present Katie McNally – present Jonathan Michie - present Mike Morris - present Ken Mrozek – present</p> <p>There were no cases for deliberation.</p> <p>1 Consent Order was reviewed and discussed in Closed Session.</p>	<p>A motion was made by Mrozek seconded by McNally to ratify the Board’s actions taken in Closed Session which includes John McMahon authorizing his electronic signature on the order presented in Closed Session. The motion carried by roll call vote.</p> <p>The Board signed 1 Consent Order.</p>
<p>Adjournment</p>	<p>Roll Call Vote Taken: Douglas Anderson - present Sara Chambers – present Gail Lissner – present Cecelia Marlow -present Patricia McGarr – present John McMahon - present Katie McNally – present Mike Morris - present Ken Mrozek – present</p> <p>The next meeting is scheduled for February 8, 2022.</p>	<p>A motion was made by Lissner and seconded by Chambers to adjourn the meeting at 11:09 a.m. The motion carried by roll call vote.</p>

Licensing Report

Prepared by Jeremy N Reed

December 2021

Filtered By							
<ul style="list-style-type: none"> Board = APPRAISAL START DATE = 12/01/2021 END DATE = 12/31/2021 							
1/4/2022 at 4:21:23 PM							
Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	3	4	0	16	1,271
555	Licensed Appraiser Education Provider	0	0	0	0	0	20
556	Certified Residential Real Estate Appraiser	0	4	2	0	6	1,764
557	Associate Real Estate Trainee Appraiser	0	10	7	0	6	313
558	Appraisal Management Company	0	2	0	0	1	160
572	Temporary Practice Real Estate Appraiser	0	6	3	0	0	36
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	117
575	Licensed Appraiser CE Course	0	1	9	0	0	383
Totals		0	26	25	0	29	4,064

Client: Illinois Real Estate Appraiser Program(ILRAP)

Test Program: Certified General Appraiser Examination - AC

Exam Type: Certified General Appraiser Examination - AC

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	2	2	100.0%	0	0.0%	0	0.0%	2
Total	2	2	100.0%	0	0.0%	0	0.0%	2

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	3	1	33.3%	2	66.7%	0	0.0%	3
Repeater	3	1	33.3%	2	66.7%	0	0.0%	3
Total	6	2	33.3%	4	66.7%	0	0.0%	6

APPRAISAL PROSECUTION REPORT 2021

DECEMBER

	Pending /Open Cases	AP cases less than 3 months	AP cases over 3 months	AP cases over 6 months	AP cases over 9 months	AP cases over 12 months	AP cases over 24 months	Formal Complaints Filed	Informal Conferences held	New Cases Rec'd	CLOSED	CLOSED Admin	CLOSED Admin Warn Letter	Closed CE with memo	CLOSED Formal Order	CLOSED: Consent Order	CLOSED: Non-Disc Order / CAS	IL Inc Tax	Child Support	Motion for Rehearing filed
JANUARY	31	2	6	5	2	15	1	2	2	2	6	1	1	0	2	0	2	0	0	0
FEBRUARY	31	1	7	4	4	14	1	1	3	1	1	0	0	0	1	0	0	0	0	0
MARCH	26							0	2	1	6	1	0	0	1	1	3	0	0	0
APRIL	21	1	2	2	3	12	1	1	1	0	5	3	0	0	0	1	1	0	0	0
MAY	22	2	2	3	3	10	2	0	1	2	1	1	0	0	0	0	0	0	0	0
JUNE	17	3	1	1	2	8	2	2	3	1	6	3	0	2	0	1	0	0	0	0
JULY	20	6	1	1	2	8	2	0	1	7	4	1	1	0	0	2	0	0	0	0
AUGUST	23	14	1	0	0	6	2	1	1	10	7	0	0	0	0	3	3	1	0	0
SEPTEMBER	18	10	3	0	0	5	0	0	3	11	16	2	2	0	1	1	2	8	0	0
OCTOBER	20	12	2	1	0	4	1	1	2	5	3	1	0	0	0	0	0	2	0	0
NOVEMBER	19	11	3	0	0	4	1	0	2	7	8	1	0	0	0	1	2	4	0	0
DECEMBER	21	11	5	0	0	4	1	0	0	5	3	0	0	0	0	0	0	3	0	0
TOTAL								8	21	52	66	14	4	2	5	10	13	18	0	0

NEW CASES			RECEIVED							Dec
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP		TOTAL
3				2						5