



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Real Estate

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JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
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: July 11, 2023

Call to Order: 10:00 a.m. – Patricia McGarr - Chairperson

Location: Illinois Department of Financial and Professional Regulation "IDFPR" /Division of Real Estate "DRE"
555 West Monroe Street, 5th Floor, Conference Room 5C5
Chicago, Illinois 60661
And
Via Interactive Video Conference at IDFPR
320 West Washington Street, 3rd Floor, Conference Room 376
Springfield, Illinois 62786

Board Members Present: Doug Anderson, Gail Lissner Cecelia Marlow, Faiq Mihlar, Patricia McGarr, Mike Morris, Ken Mrozek, Christopher Posey, Brian Weaver (Non-Voting)

Board Members Absent: Sara Chambers and John Michie

Staff Members Present: Laurie Murphy – Director of the Division of Real Estate, Adrienne Levatino – Associate General Counsel, Hector Rodriguez – Chief of Investigations, 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, Jennifer Rossiter Moreno – Division of Real Estate Operations Manager, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blydes, Craig Capilla, Melissa Cannata, Bill Cisar, Scott DiBiasio, Herb Meyer, TJ McCarthy, Sara Walsh,

| TOPIC | DISCUSSION | ACTION |
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| Call to Order | <p>Chairperson Patricia McGarr opened the meeting.</p> <p style="text-align: center;">Attendance Taken: Doug Anderson – present Gail Lissner – present Cecelia Marlow - present Patricia McGarr - present Cecelia Marlow – present Faiq Mihlar - present Ken Mrozek – present Christopher Posey – present</p> <p>Laurie Murphy, Director of the Division of Real Estate, introduced and welcomed Faiq Mihlar to the Appraisal Board.</p> <p>The Director discussed the possibility of Illinois adopting the Practical Applications of Real Estate Appraisal (PAREA) program. The Director also discussed the Appraisal Administrative Rule process.</p> <p>The Director also discussed promoting the Illinois Appraisal Industry by making presentations at community colleges and other schools. The Director mentioned the possibility of offering scholarships to reduce barriers to entry into this industry.</p> <p>The Board members, staff, and members of the public introduced themselves to the new Board member, Faiq Mihlar.</p> | <p>The meeting was called to order at 10:00 a.m.</p> |
| Review and Approval of Board Minutes | <p>The Board reviewed the Open Minutes from the June 13, 2023, Appraisal Board meeting.</p> | <p>A motion was made by Anderson and seconded by Mrozek to approve the Open Minutes as presented from the June 13, 2023, Appraisal Board meeting. The motion carried.</p> |
| Public Comments | <p>Herb Meyer requested a list of topics that will be covered in the PAREA program. Brian Weaver will send information he has received from the Foundation to Mr. Meyer.</p> | |

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| <p>Licensing and Education Report</p> | <p>The Licensing Report for activity conducted in June 2023 was available in SharePoint for the Board to review. A copy of the report is attached to and made a part of these minutes.</p> <p>Jeremy Reed informed the Board that the Appraisal online renewal has begun. Mr. Reed advised that if an appraiser has issues with their username and password, they may contact the call center for assistance (800-560-6420) or send an email to FPR.RealEstate@illinois.gov.</p> <p>Mr. Reed mentioned that there will also be paper renewal forms posted on the website.</p> <p>Mr. Reed explained that AMCs will be able to submit their annual reports through June 30, 2023.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> 6 Education Courses 1 log audits 1 Out of State CE request 1 Non-Student Activity 3 Endorsement Applications 0 Application Reviews <p>Ms. Crocker told the Board that appraisers may send copies of their Sexual Harassment Prevention Training course certificates to FPR.RealEstate@illinois.gov.</p> | |
| <p>Investigations Report</p> | <p>The 2022 Investigations Report through the month of June 2023 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.</p> | |
| <p>Prosecutions Report</p> | <p>The 2022 Prosecutions Report through the month of June 2023 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.</p> | |

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| | Geetu Naik announced that she is leaving the agency. Ms. Naik thanked the Board, the staff, and the Director. | |
| Formal Hearing Schedule | There are no Formal Hearings scheduled. | |
| Education Course Approval | <p>Courses reviewed and approved by Sara Chambers:</p> <p>American Society of Appraisers (CE) 2023 ASA International Conference, 14 hours</p> <p>Appraiser eLearning (CE) 2023 Appraisal Summit Day 1, 7 hours</p> <p>Appraiser eLearning (CE) 2023 Appraisal Summit Day 2, 7 hours</p> <p>The CE Shop (CE) Appraisal Economics and Value, Online, 7 hours</p> <p>McKissock (CE) GSE Appraisal Requirements and Guidelines Online, 15 hours</p> <p>Course reviewed and approved by Jonathan Michie:</p> <p>McKissock (CE) VA Appraisal Requirements and Guidelines, Online, 15 hours</p> | <p>A motion was made by Lissner and seconded by Anderson to recommend approval of the six Appraisal education courses reviewed by the Board members and presented by Mary Crocker. The motion carried.</p> |
| Old Business | There was no Old Business to discuss. | |
| New Business | <p>The Board discussed nominations for the position of Chairperson of the Appraisal Board.</p> <p>The Board discussed nominations for the position of Vice Chairperson of the Appraisal Board.</p> | <p>A motion was made by McGarr and seconded by Anderson to elect Gail Lissner Chairperson of the Real Estate Appraisal Board and re-elect</p> |

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| | | Jonathan Michie as Vice Chairperson of the Real Estate Appraisal Board. The motion carried by roll call vote. |
| Motion to go into Closed Session | Roll Call Vote Taken: Doug Anderson – yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes Cecelia Marlow – yes Faiq Mihlar - yes Ken Mrozek – yes Christopher Posey – yes | A motion was made by Mrozek and seconded by Anderson to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 11:49 a.m. The motion carried by roll call vote. |
| Closed Session: | The June 13, 2023, closed minutes were reviewed by the Board. The Board deliberated on pending enforcement actions. | |
| Motion to go into Open Session Approval of June 13, 2023, Closed Minutes Ratify Actions Taken in Closed Session Closed Minutes Remain Closed Recommendations | | A motion was made by Lissner and seconded by Mrozek to go into Open Session at 11:05 a.m. The motion carried. A motion was made by Anderson and seconded by Posey to approve the Appraisal Board Closed Minutes from June 13, 2023. The motion carried. A motion was made by Posey and seconded by Lissner to ratify the Board’s actions taken in Closed Session which includes Gail Lissner signing one Consent to Administrative Supervision Order and one Consent Order. The motion carried. A motion was made by Posey and seconded by Michie that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried. |

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| <p>The Board signed no Findings of Fact, Conclusions of Law, and Recommendation to the Director</p> <p>Orders</p> | <p>There were no cases for deliberation.</p> <p>One Consent to Administrative Supervision Order and one Consent Order were reviewed and discussed in Closed Session.</p> | <p>The Board concurred in one Consent to Administrative Supervision Order and one Consent Order.</p> |
| <p>Adjournment</p> | <p>The next meeting is scheduled for August 8, 2023.</p> | <p>A motion was made by Posey and seconded by Lissner to adjourn the meeting at 11:07 a.m. The motion carried by roll call vote.</p> |

Licensing Report

June 2023

Prepared by Jeremy N Reed

Filtered By

- Board = APPRAISAL
- START DATE = 06/01/2023
- END DATE = 06/30/2023

7/3/2023 at 11:15:26 AM

| Profession | ProfessionDescription | Sponsor_Chg | Applications | Initial_lic | Transitions | Renewals | Active_Licenses |
|---------------|---|-------------|--------------|-------------|-------------|------------|-----------------|
| 553 | Certified General Real Estate Appraiser | 0 | 5 | 4 | 0 | 82 | 1,442 |
| 555 | Licensed Appraiser Education Provider | 0 | 0 | 0 | 0 | 0 | 20 |
| 556 | Certified Residential Real Estate Appraiser | 0 | 4 | 2 | 0 | 55 | 1,865 |
| 557 | Associate Real Estate Trainee Appraiser | 1 | 7 | 7 | 0 | 6 | 473 |
| 558 | Appraisal Management Company | 0 | 1 | 1 | 0 | 0 | 131 |
| 572 | Temporary Practice Real Estate Appraiser | 0 | 3 | 2 | 0 | 0 | 36 |
| 573 | Licensed Appraiser Pre-Lic Course | 0 | 0 | 0 | 0 | 0 | 117 |
| 575 | Licensed Appraiser CE Course | 0 | 6 | 5 | 0 | 0 | 459 |
| Totals | | 1 | 26 | 21 | 0 | 143 | 4,543 |

6/1/2023 through 7/3/2023
Delivery Method: ALL

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 | 3 | 2 | 66.7% | 1 | 33.3% | 0 | 0.0% | 3 |
| Total | 3 | 2 | 66.7% | 1 | 33.3% | 0 | 0.0% | 3 |

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

| | Total Tested | Pass | % | Fail | % | Absent | % | Total |
|------------|--------------|------|-------|------|--------|--------|------|-------|
| First Time | 1 | 0 | 0.0% | 1 | 100.0% | 0 | 0.0% | 1 |
| Repeater | 3 | 1 | 33.3% | 2 | 66.7% | 0 | 0.0% | 3 |
| Total | 4 | 1 | 25.0% | 3 | 75.0% | 0 | 0.0% | 4 |



APPRAISAL PROSECUTION REPORT 2023

JUNE

| | Pending /Open Cases | AP cases less than 2 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 | 21 | 6 | 7 | 5 | 1 | 1 | 1 | 0 | 3 | 2 | 5 | 0 | 1 | 0 | 0 | 0 | 2 | 2 | 0 | 0 |
| FEBRUARY | 20 | 6 | 5 | 8 | 0 | 1 | 0 | 1 | 0 | 4 | 5 | 0 | 0 | 0 | 0 | 2 | 3 | 0 | 0 | 0 |
| MARCH | 23 | 12 | 4 | 6 | 0 | 1 | 0 | 1 | 4 | 8 | 5 | 1 | 1 | 0 | 0 | 1 | 0 | 2 | 0 | 0 |
| APRIL | 28 | 14 | 8 | 1 | 5 | 0 | 0 | 2 | 3 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| MAY | 26 | 9 | 9 | 4 | 4 | 0 | 0 | 0 | 3 | 3 | 5 | 1 | 0 | 0 | 0 | 1 | 1 | 2 | 0 | 0 |
| JUNE | 28 | 7 | 13 | 3 | 5 | 0 | 0 | 0 | 2 | 6 | 4 | 1 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 |
| JULY | | | | | | | | | | | 0 | | | | | | | | | |
| AUGUST | | | | | | | | | | | 0 | | | | | | | | | |
| SEPTEMBER | | | | | | | | | | | 0 | | | | | | | | | |
| OCTOBER | | | | | | | | | | | 0 | | | | | | | | | |
| NOVEMBER | | | | | | | | | | | 0 | | | | | | | | | |
| DECEMBER | | | | | | | | | | | 0 | | | | | | | | | |
| TOTAL | | | | | | | | 4 | 15 | 29 | 25 | 3 | 2 | 0 | 0 | 4 | 9 | 7 | 0 | 0 |

| NEW CASES | | RECEIVED | | | | | | | June | |
|----------------|----------------------|----------|-----------------------------|-----|---------------|----------------------|--------|-------|--------------------------|-------|
| investigations | applicant w/criminal | CE | applicant sister discipline | tax | child support | petition for hearing | reopen | USPAP | petition for restoration | TOTAL |
| 3 | 0 | 0 | 0 | 2 | | 0 | 0 | 0 | 1 | 6 |