



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

[idfpr.illinois.gov](http://idfpr.illinois.gov)

**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: September 10, 2024

Call to Order: 10:00 a.m. – Jonathan Michie – Chairperson

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

Board Members Present: Gail Lissner, Cecelia Marlow, Patricia McGarr, Jonathan Michie, Faiq Mihlar, Ken Mrozek, Christopher Posey,

Board Member Present via WebEx: Brian Weaver (Non-Voting)

Board Members Not Present: Doug Anderson

Staff Members Present: Jeremy Reed – Deputy Director of the Division of Real Estate, Adrienne Levatino – Associate General Counsel, Nathaniel Chandler - Chief of Licensing and Education, Brian Weaver – Appraisal Coordinator, Home Inspection and Auction, Merle Shearer – Chief of Prosecutions, Hector Rodriguez – Chief of Investigations, Daniel Kazlauski – Staff Attorney, Jennifer Rossiter Moreno – Operations Manager, Mary Crocker – Division of Real Estate Licensing and Education, Deb Malinowski – Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blaydes, Melissa Cannata, Scott Dibiasio, Randy Neff, Bruno Zaucha

TOPIC	DISCUSSION	ACTION
<b>Call to Order</b>	<p>Chairperson Jonathan Michie opened the meeting.</p> <p style="text-align: center;">Attendance Taken:            Gail Lissner - present            Cecelia Marlow – present            Patricia McGarr - present            Jonathan Michie - present            Faiq Mihlar – present            Ken Mrozek – present            Christopher Posey – present</p> <p>Adrienne Levatino informed the Board that Director Murphy is attending the Joint Committee on Administrative Rules (JCAR) meeting. Adrienne Levatino explained at this JCAR meeting the Department is anticipating the JCAR will have no objection to the proposed Appraisal Rule. Adrienne Levatino further explained that JCAR is a bipartisan group composed of legislators who ultimately will recommend denial, enactment, or modification of Administrative Rules.</p>	The meeting was called to order at 10:00 a.m.
<b>Review and Approval of Board Minutes</b>	The Board reviewed the Open Minutes from the August 13, 2024, Appraisal Board meetings.	A motion was made by McGarr and seconded by Posey to approve the Open Minutes as presented from the August 13, 2024, Appraisal Board meeting. The motion carried unanimously.
<b>Public Comments</b>	Bruno Zaucha asked about case number 2018-03566. Adrienne Levatino explained that she is the Associate General Counsel and provides counsel to the Real Estate Administration and Disciplinary Board. Adrienne Levatino explained that complaints that come through the Department are subject to strict confidentiality provisions set forth in both the Appraisal Act and the Civil Administrative Code, and we are thus unable to talk about any complaint that was filed with the Department.	

<p><b>Licensing and Education Report</b></p>	<p>The Licensing Report for activity conducted in August 2024 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>Nathaniel Chandler informed the Board that the AMC registrations renewals, as well as the Appraisal Education Provider and Course renewals will be open on October 1. Nathaniel Chandler explained the deadlines for both the AMCs and Appraisal Providers are at the end of the year which allows 90 days to complete these registrations and renewals.</p> <p>The AMCs can register online so there are online guides and resources available for the AMCs and the Appraisal Education Providers and course renewal will remain paper based at this time.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> <li>7 Education Courses</li> <li>1 log audit</li> <li>0 Out of State CE request</li> <li>0 Non-Student Activity</li> <li>1 Endorsement Application</li> <li>2 Application Reviews</li> </ul>	
<p><b>Investigations Report</b></p>	<p>The Investigations Report through the month of August 2024 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><b>Prosecutions Report</b></p>	<p>The Prosecutions Report through the month of August 2024 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><b>Appraisal Education Course Approval</b></p>	<p>Appraisal courses reviewed and approved by Douglas Anderson:</p> <p>ASFMRA (CE) ASFMRA Annual Meeting 2024, 5 hours</p>	<p>A motion was made by Posey and seconded by Mrozek to recommend approval of the 7 Appraisal Education applications reviewed by the Board members and presented by Mary Crocker. The motion carried unanimously.</p>

	<p>ASFMRA (CE) ASFMRA Rapid Fire Case Studies 2024, 6 hours</p> <p>Appraisal course reviewed and approved by Christopher Posey:</p> <p>Appraiser eLearning (CE) 2024 Objectivity: Market Change and GLA, 4 hours.</p> <p>Appraisal course reviewed and approved by Gail Lissner:</p> <p>McKissock (CE) Mortgage Fraud Insights – Case Studies for Appraisers Synchronous, 7 hours.</p> <p>Appraisal courses reviewed and approved by Jonathan Michie:</p> <p>McKissock (CE) Navigating Desktops &amp; Hybrid Appraisals Synchronous, 7 hours.</p> <p>McKissock (CE) Uncovering Valuing Current Luxury Homes Trends Asynchronous, 2 hours.</p> <p>The CE Shop (CE) Appraising Energy - Efficient &amp; Green Homes, 3 hours.</p>	
<b>Formal Hearing Schedule</b>	There is a formal hearing scheduled for November 14, 2024.	
<b>Old Business</b>	There was no old business to discuss.	
<b>New Business</b>	The Board discussed the proposed 2025 Appraisal Board Meeting and Informal Conference Schedule.	A motion was made by McGarr and seconded by Posey to approve the 2025 Appraisal Meeting Schedule for board meeting dates and the informal conference dates. The motion carried unanimously.
<b>Motion to go into Closed Session</b>	Roll Call Vote Taken: Gail Lissner - yes	A motion was made by Posey and seconded by McGarr to go into

	<p>Cecelia Marlow – yes  Patricia McGarr - yes  Jonathan Michie - yes  Faiq Mihlar - yes  Ken Mrozek – yes  Christopher Posey – yes</p>	<p>Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:10 a.m. The motion carried by roll call vote.</p>
<p><b>Closed Session:</b></p>	<p>The closed minutes from the August 13, 2024, meeting was reviewed by the Board.</p> <p>There were no pending enforcement actions for the Board to consider.</p>	
<p><b>Motion to go into Open Session</b></p> <p><b>Approval of August 13, 2024, Closed Minutes</b></p> <p><b>Ratify Actions Taken in Closed Session</b></p> <p><b>Closed Minutes Remain Closed</b></p> <p><b>Recommendations</b></p> <p><b>The Board signed no Finding of Fact, Conclusions of Law, and Recommendation to the Director</b></p>	<p>There were no cases for deliberation.</p>	<p>A motion was made by Posey and seconded by Lissner to go into Open Session at 10:13 a.m. The motion carried unanimously.</p> <p>A motion was made by Mrozek and seconded by Posey to approve the Appraisal Board Closed Minutes from August 13, 2024. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by McGarr to ratify the Board’s actions taken in Closed Session. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by McGarr that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried unanimously.</p>

<b>Orders</b>	There were no Consent Orders for the Board to review in Closed Session.	
<b>Adjournment</b>	The next meeting is scheduled for October 8, 2024.	A motion was made by Posey and seconded by Mihlar to adjourn the meeting at 10:14 a.m. The motion carried unanimously.

# Licensing Report

Prepared by Nathaniel Chandler

# August 2024

**Filtered By**

- Board = APPRAISAL
- START DATE = 08/01/2024
- END DATE = 08/31/2024

9/4/2024 at 10:32:54 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	6	1	0	2	1,386
555	Licensed Appraiser Education Provider	0	0	0	0	0	17
556	Certified Residential Real Estate Appraiser	0	3	1	0	0	1,711
557	Associate Real Estate Trainee Appraiser	0	1	2	0	0	349
558	Appraisal Management Company	0	2	1	0	0	136
572	Temporary Practice Real Estate Appraiser	0	9	6	0	0	35
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	101
575	Licensed Appraiser CE Course	0	7	3	0	0	387
<b>Totals</b>		0	28	14	0	2	4,122

### Illinois Real Estate Appraiser Program

From: 8/1/2024 To: 8/31/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	0	0.00	1	100.00	1
	Repeat	0	0.00	0	0.00	0
	<b>Total</b>	0	0.00	1	100.00	1
Certified Residential Appraiser Examination	First Time	2	100.00	0	0.00	2
	Repeat	0	0.00	4	100.00	4
	<b>Total</b>	2	33.33	4	66.67	6







**APPRAISAL PROSECUTION REPORT 2024**

**August**

	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	Motion for Rehearing filed
<b>JANUARY</b>	12	1	4	2	2	3	0	1	2	1	6	1	0	0	2	0	3	0	0
<b>FEBRUARY</b>	11	2	1	3	0	5	0	2	0	2	3	0	1	0	0	0	2	0	0
<b>MARCH</b>	10	4	0	3	0	3	0	0	0	2	3	0	1	0	0	2	0	0	0
<b>APRIL</b>	10	4	1	3	0	2	0	1	0	4	4	3	0	0	0	1	0	0	0
<b>MAY</b>	13	9	1	2	0	1	0	1	1	5	2	0	0	0	0	1	0	0	1
<b>JUNE</b>	11	7	2	0	1	1	0	0	0	2	4	0	0	0	0	2	2	0	0
<b>JULY</b>	12	4	5	1	1	1	0	0	0	3	2	0	0	0	1	0	0	1	0
<b>AUGUST</b>	15	5	7	1	0	2	0	0	0	3	0	0	0	0	0	0	0	0	0
<b>SEPTEMBER</b>											0								
<b>OCTOBER</b>											0								
<b>NOVEMBER</b>											0								
<b>DECEMBER</b>											0								
<b>TOTAL</b>								5	3	22	24	4	2	0	3	6	7	1	1

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