



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

idfpr.illinois.gov

JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
Director

Real Estate Appraisal Administration and Disciplinary Board **Minutes of Open Session**

Meeting Date: July 8, 2025

Location: IDFPR - Division of Real Estate
555 West Monroe Street 5th Floor, Conference Room 5C5
Chicago, IL 60661
And
Via Interactive Video Conference
320 West Washington Street, 2nd Floor, Conference Room 258
Springfield, IL 62786

Board Member(s) Present:
At Chicago Location: Douglas Anderson, Gail Lissner, Salvatore Louise, Patricia McGarr,
Jonathan Michie, Ken Mrozek, Christopher Posey, Brain Weaver (Non-
Voting)

Board Member Present
In Springfield Location: Paul David Brown

Board Member Present via Webex: Faiq Mihlar

Division Staff Present: Jeremy Reed – Deputy Director of Real Estate Division
Adrienne Levatino – Associate General Counsel
Merle Shearer – Chief of Prosecutions
Hector Rodriguez – Chief of Investigations
Kim Prickett – Operations Manager
Tia N. Davis – Division of Real Estate Legislative Liaison
Daniel Kazlauski – Staff Attorney
Mary Crocker – Appraisal Education
Susan Sigourney – Board Liaison
Maria Lopez – Board Liaison

Guest(s) Present: Jim Blaydes – ICAP
Melissa Cannata – CE Shop
Scott DiBiasio – Appraisal Institute
Lee Lansford
Randy Neff - ICAP
Sarah Walsh – ICAP, Chicago and St. Louis Chapters of the Appraisal
Institute

Call to Order: The meeting was called to order at 10:00 a.m. by Chair Jonathan Michie. The Board members present constituted a quorum of the Board.

A motion was made by Mrozek and seconded by McGarr pursuant to Section 7 (a) of the Open Meetings Act to allow Faiq Mihlar to attend this meeting by other means because they were prevented from physically attending for employment purposes. The motion carried unanimously.

Approval of Minutes: Board members reviewed the Minutes of the Open Session of the June 10, 2025, Appraisal Board meeting. A motion was made by Lissner and seconded by McGarr to approve those minutes. The motion carried unanimously.

Public Comments: There were no public comments.

Staff Reports:

Licensing: The Licensing Report for activity conducted in June 2025 was presented and distributed. A copy of the report is attached to and made a part of these minutes.

Nathaniel Chandler reported that the Appraiser renewal cycle has begun and renewal notices including online renewal instructions have been emailed to licensees. Nathaniel Chandler also noted that an online renewal help sheet has been posted on the Department's website for those licensees that need help accessing and completing their online renewal. An appraisal continuing education (CE) help sheet has also been posted on the Department's website. If appraisers need assistance completing the renewal process, they may email either FPR.RealEstate@illinois.gov or FPR.RealEstateAppraisal@illinois.gov.

Education: Mary Crocker reported that since the last Board meeting, the following have been approved: 3 education courses, no log audits, 2 out of state CE courses, 2 out of state qualifying education (QE), non-student activities, 3 endorsement applications, and 4 application reviews.

A motion was made by Anderson and seconded by Lissner to recommend approval of the 3 appraisal education course applications reviewed by the Board members:

Appraisal Courses reviewed and approved by Doug Anderson:

- Appraiser eLearning (CE) Professionalism, Partnership and Performance: Elevating the Appraisal Experience, 7 hours.
- Champions School of Real Estate (QE) Residential Valuation: Future Focus of Appraisal, 20 hours.

Appraisal Course reviewed and approved by Gail Lissner:

- McKissock (CE) Sales Comparison Approach and the New URAR, 3 hours.

Investigations: The 2025 Investigations Report through the month of June was presented and distributed. A copy of the report is attached to and made a part of these minutes.

Prosecutions: The 2025 Prosecutions Report through the month of June was presented and distributed. A copy of the report is attached to and made a part of these minutes.

Formal Hearing Schedule: There are no Formal Hearings scheduled at this time.

Old Business: There was no Old Business to discuss.

New Business: A motion was made by Posey and seconded by McGarr to re-elect Jonathan Michie Chairperson of the Real Estate Appraisal Board. The motion carried unanimously.

A motion was made by Anderson and seconded by Lissner to re-elect Christopher Posey Vice Chairperson of the Real Estate Appraisal Board. The motion carried unanimously.

Susan Sigourney informed the Board that there is an updated travel reimbursement voucher on SharePoint for them to complete for travel reimbursement after June 30, 2025.

Closed Session: A motion was made at 10:16 a.m. by McGarr and seconded by Lissner to enter Closed Session for the purposes set forth in Sections 2(c)(4), (15) and 21 of the Open Meetings Act. The Motion was passed unanimously upon a roll call vote.

Review of Minutes: The Board reviewed the closed minutes of the June 10, 2025, Appraisal Board meeting.

Deliberations: There were no pending disciplinary matters for the Board to deliberate.

Motion To Return to Open Session: A Motion was made at 10:22 a.m. by Lissner and seconded by Anderson to return to open session. The Motion carried unanimously.

Approval of Closed Minutes: A motion was made by McGarr and seconded by Louise to approve the minutes of the closed session of the June 10, 2025, Board meeting as presented and to keep them closed. The motion carried unanimously.

Recommendations: There were no deliberations for the Board to consider.

Orders: There were no Orders for the Board to consider.

Minutes Remain Closed: A motion was made by Lissner and seconded by McGarr that the minutes of all the closed sessions of the Appraisal Administration and Disciplinary Board remain and be kept closed. The motion carried unanimously.

Adjournment: There being no further business, a motion was made at 10:23 a.m. by Lissner and seconded by Posey to adjourn the meeting. The motion carried unanimously.

Licensing Report

June 2025

Prepared by Nathaniel Chandler

Filtered By

- Board = APPRAISAL
- START DATE = 06/01/2025
- END DATE = 06/30/2025

7/2/2025 at 11:58:26 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	5	2	0	0	1,426
555	Licensed Appraiser Education Provider	0	1	0	0	0	16
556	Certified Residential Real Estate Appraiser	0	4	1	0	0	1,711
557	Associate Real Estate Trainee Appraiser	0	6	9	0	0	378
558	Appraisal Management Company	0	0	1	0	0	122
572	Temporary Practice Real Estate Appraiser	0	9	10	0	0	58
573	Licensed Appraiser Pre-Lic Course	0	1	0	0	0	91
575	Licensed Appraiser CE Course	0	3	6	0	0	357
Totals		0	29	29	0	0	4,159

Illinois Real Estate Appraiser Program

From: 6/1/2025 To: 6/30/2025

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	0	0.00	0	0.00	0
	Repeat	0	0.00	2	100.00	2
	Total	0	0.00	2	100.00	2
Certified Residential Appraiser Examination	First Time	2	50.00	2	50.00	4
	Repeat	0	0.00	2	100.00	2
	Total	2	33.33	4	66.67	6



APPRAISAL INVESTIGATIONS REPORT

JUNE 2025

	Current Appraisal Caseload	Cases over 1 Year old	New Appraisal Cases Received	Referred to Prosecutions	Cases Closed in Investigations	
JANAURY	6	0	3	2	0	
FEBRUARY	6	0	1	0	1	
MARCH	8	0	3	0	1	
APRIL	7	0	3	2	2	
MAY	6	0	1	1	1	
JUNE	3	0	0	1	2	
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL			11	6	7	

APPRAISAL PROSECUTION REPORT 2025

JUNE

	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	Motion for Rehearing filed
JANUARY	13	6	1	3	0	1	2	2	1	4	1	0	0	0	1	0	0	0	0
FEBRUARY	13	6	1	3	0	1	2	1	0	3	3	0	0	0	0	2	1	0	0
MARCH	14	8	0	3	0	1	2	0	1	4	3	1	0	0	0	1	0	1	0
APRIL	16	7	3	2	1	1	2	0	0	3	0	0	0	0	0	0	0	0	0
MAY	10	6	0	0	2	1	1	1	1	38	44	3	0	0	0	1	36	3	1
JUNE	11	6	1	0	1	2	1	0	2	3	2	0	0	0	0	0	1	1	0
JULY											0							0	
AUGUST											0							0	
SEPTEMBER											0							0	
OCTOBER											0							0	
NOVEMBER											0							0	
DECEMBER											0							0	
TOTAL											53							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
1	0		0	2	0	0	0	0		3