



# 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

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

Meeting Date: October 14, 2025

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

Board Member(s) Present:  
At Chicago Location: Gail Lissner, Salvatore Louise, Jonathan Michie, Ken Mrozek,  
Christopher Posey, Brittini Trueblood, Brian Weaver (Non-  
Voting)

Board Member Present  
In Springfield Location: Paul David Brown

Board Member Absent: Doug Anderson, Patricia McGarr, Faiq Mihlar

Division Staff Present: Nathaniel Chandler – Chief of Licensing and Education  
Adrienne Levatino – Associate General Counsel  
Merle Shearer – Chief of Prosecutions  
Hector Rodriguez – Chief of Investigations  
Daniel Kazlauski – Staff Attorney  
Jennifer Rossiter Moreno – Real Estate Coordinator  
Kim Prickett – Operations Manager  
Mary Crocker – Appraisal Education  
Susan Sigourney – Board Liaison  
Maria Lopez – Board Liaison

Guest(s) Present: Jim Blaydes – ICAP  
Jamie Illingworth – The CE Shop  
Herbert Meyer – Peoria Appraisal Service  
Sara Walsh - ICAP, Chicago and St. Louis Chapters of 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.

Jennifer Rossiter Moreno introduced Brittini (Bri) Trueblood, the new Appraisal Board member, to the Board. Ms. Trueblood is filling the Financial Institutions position on the Board. The Board and staff introduced themselves and welcomed the newest member.

Approval of Minutes: Board members reviewed the Minutes of the Open Session of the September 9, 2025, Appraisal Board meeting. A motion was made by Louise and seconded by Mrozek 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 September 2025 was presented and distributed. A copy of the report is attached to and made a part of these minutes.

Nathaniel Chandler explained that the renewal deadline for the Real Estate Appraisers has lapsed as of September 30. The Appraisal renewal is still available online, with a late fee, until the end of the October. Forms for appraiser renewals, which are a paper renewal process; are still available on the website.

Nathaniel Chandler informed the Board that 89% of the Certified General Real Estate Appraisers have renewed, 86% of the Certified Residential Real Estate Appraisers have renewed, and 68% of the Associate Real Estate Trainee Appraisers have renewed at this time.

Education: Mary Crocker reported that since the last Board meeting, the following have been approved: four appraisal education courses, one log audit, two out of state continuing education (CE) courses, one qualifying education (QE) non-student activity, six endorsement applications, and four application reviews.

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

Appraisal Courses reviewed and approved by Christopher Posey:

- American Continuing Education Institution (CE) The New URAR/UAD Appraiser's Guide Asynchronous, 7 hours.

- Illinois Department of Transportation (CE) 2026-2027 – 7 Hour National USPAP, 7 hours.
- McKissock (CE) A Paradigm Shift in Real Estate Appraisal Adjustments Asynchronous, 4 hours.

Appraisal Course reviewed and approved by Jonathan Michie:

- Appraisal Institute (CE) Analyzing Defects, Damages and Deficiencies in the New URAR, 3 hours.

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

Formal Hearing Schedule: A formal hearing is scheduled for November 19 and 20, 2025. Jonathan Michie will attend this formal hearing.

Old Business: There was no Old Business to discuss.

New Business: Adrienne Levatino informed the Board that the Appraisal Sub-Committee (ASC) will be in attendance at the November Appraisal Board meeting on November 18, 2025.

The Board discussed the State Harmonization Task Force.

Closed Session: A motion was made at 10:48 a.m. by Lissner and seconded by Louise 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 September 9, 2025, Appraisal Board meeting.

Deliberations: The Board deliberated on pending disciplinary matters.

Motion To Return to Open Session: A Motion was made at 11:12 a.m. by Mrozek and seconded by Brown to return to open session. The Motion carried unanimously.

Approval of Closed Minutes: A motion was made by Lissner and seconded by Louise to approve the minutes of the closed session of the September 9, 2025, Board meeting as presented and to keep them closed. The motion carried unanimously.

Ratify Actions Taken in Closed A motion was made by Lissner and seconded by Mrozek to ratify the recommendations made by the Board in Closed Session. The motion carried unanimously.

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

Orders: There was one Consent to Administrative Supervision Order for the Board to consider. A Board member signed Order on behalf of the Board.

Minutes Remain Closed: A motion was made by Lissner and seconded by Louise 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 11:13 a.m. by Posey and seconded by Lissner to adjourn the meeting. The motion carried unanimously.

# Licensing Report

Prepared by Nathaniel Chandler

# September 2025

**Filtered By**

- Board = APPRAISAL
- START DATE = 09/01/2025
- END DATE = 09/30/2025

10/2/2025 at 1:33:29 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	12	7	0	723	1,443
555	Licensed Appraiser Education Provider	0	0	0	0	0	18
556	Certified Residential Real Estate Appraiser	0	0	0	0	917	1,716
557	Associate Real Estate Trainee Appraiser	2	6	7	0	174	388
558	Appraisal Management Company	0	0	0	0	0	123
572	Temporary Practice Real Estate Appraiser	0	11	10	0	0	66
573	Licensed Appraiser Pre-Lic Course	0	0	2	0	0	96
575	Licensed Appraiser CE Course	0	6	7	0	0	378
<b>Totals</b>		2	35	33	0	1,814	4,228

### Illinois Real Estate Appraiser Program

From: 9/1/2025 To: 9/30/2025

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	0	0.00	1	100.00	1
	Repeat	1	100.00	0	0.00	1
	<b>Total</b>	1	50.00	1	50.00	2
Certified Residential Appraiser Examination	First Time	0	0.00	0	0.00	0
	Repeat	1	20.00	4	80.00	5
	<b>Total</b>	1	20.00	4	80.00	5



APPRAISAL INVESTIGATIONS REPORT  
SEPTEMBER 2025

	<b>Current Appraisal Caseload</b>	<b>Cases over 1 Year old</b>	<b>New Appraisal Cases Received</b>	<b>Referred to Prosecutions</b>	<b>Cases Closed in Investigations</b>	
<b>JANAURY</b>	6	0	3	2	0	
<b>FEBRUARY</b>	6	0	1	0	1	
<b>MARCH</b>	8	0	3	0	1	
<b>APRIL</b>	7	0	3	2	2	
<b>MAY</b>	6	0	1	1	1	
<b>JUNE</b>	3	0	0	1	2	
<b>JULY</b>	5	2	5	2	1	
<b>AUGUST</b>	3	2	2	3	1	
<b>SEPTEMBER</b>	4	0	4	3	0	
<b>OCTOBER</b>						
<b>NOVEMBER</b>						
<b>DECEMBER</b>						
<b>TOTAL</b>			22	14	9	

**APPRAISAL PROSECUTION REPORT 2025**

**AUGUST**

	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	11	5	3	0	1	1	1	0	0	2	1	0	1	0	0	0	0	0	0
AUGUST	9	5	1	0	0	2	1	0	2	6	8	2	0	0	0	0	2	4	0
SEPTEMBER	12	7	2	0	0	2	1	1	1	4	1	1	0	0	0	0	0	0	0
OCTOBER											0							0	
NOVEMBER											0							0	
DECEMBER											0							0	
TOTAL											63							0	

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