



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: November 18, 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: Gail Lissner, Salvatore Louise, Patricia McGarr, Jonathan Michie, Ken Mrozek, Christopher Posey, Brittini Trueblood, Brian Weaver (Non-Voting)

Board Member Present
In Springfield Location: Paul David Brown and Faiq Mihlar

Board Member Absent: Doug Anderson

Division Staff Present: Jeremy Reed – Deputy Director of the Division of Real Estate
Nathaniel Chandler – Chief of Licensing and Education
Adrienne Levatino – Associate General Counsel
Jenni Scheck – Staff Attorney
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
Scott Dibiasio – Appraisal Institute
Richard deVerdier – Real Estate Appraiser
Jamie Illingworth – The CE Shop
Randy Neff – ICAP
Kelly Luteijn – Appraisal Subcommittee (“ASC”) Program Manager
Allison Nespor – ASC Program Manager

Maria Brown – ASC Program Manager
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.

The Appraisal Subcommittee members, Kelly Luteijn, Allison Nespor, and Maria Brown introduced themselves to the Appraisal Board.

Approval of Minutes: Board members reviewed the Minutes of the Open Session of the October 14, 2025, Appraisal Board meeting. A motion was made by McGarr and seconded by Lissner 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 October 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 was September 30 and that Appraisal renewal is no longer available online. Forms for appraiser renewals are available on the website.

Nathaniel Chandler informed the Board that the Licensing and Education report has been updated to include year to date totals of active licensees to order to compare to total number of active licensees in prior years.

Education: Mary Crocker reported that since the last Board meeting, the following have been approved: seven appraisal education courses; two log audits; two out of state continuing education (CE) courses; six endorsement applications; and three application reviews.

A motion was made by McGarr and seconded by Mrozek to recommend approval of the seven appraisal education course applications reviewed by Board members:

Appraisal Courses reviewed and approved by Paul David Brown:

- American Society of Appraisers (CE) Valuation Bias and fair Housing Laws and Regulations, 8 hours.
- Green Mountain Learning (CE) USPAP Advisory Opinions 18 and 37, Market Condition Data Analysis, Asynchronous, 5 hours

- McKissock (CE) 2026-2027 7 Hour National USPAP, Asynchronous, 7 hours.
- McKissock (CE) 2026-2027 7 Hour National USPAP, Synchronous, 7 hours.

Appraisal Course reviewed and approved by Gail Lissner:

- Appraisal Institute (CE) 2026-2027 7 Hour National USPAP, 7 hours.
- ASFRMA (CE) 2026-2027 7 Hour USPAP National USPAP, 7 hours.

Appraisal Courses reviewed and approved by John Michie:

- Green Mountain Learning (CE) Measuring Square Footage with ANSI Asynchronous, 4 hours.

Investigations:

The 2025 Investigations Report through the month of October 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 October 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.

Old Business:

There was discussion related to residential evaluations ordered by lenders.

New Business:

There was no New Business to discuss.

Closed Session:

A motion was made at 10:28 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 October 14, 2025, Appraisal Board meeting.

Deliberations:

The Board deliberated on pending disciplinary matters.

Motion To Return to Open Session:

A Motion was made at 11:05 a.m. by McGarr and seconded by Lissner to return to open session. The Motion carried unanimously.

Approval of Closed Minutes:	A motion was made by Mrozek and seconded by McGarr to approve the minutes of the closed session of the October 14, 2025, Board meeting as presented and to keep them closed. The motion carried unanimously.
Ratify Actions Taken in Closed	A motion was made by Posey and seconded by Trueblood 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 were three Consent to Administrative Supervision Orders for the Board to consider. Board members signed three Consent to Administrative Supervision Orders on behalf of the Board.
Minutes Remain Closed:	A motion was made by Lissner and seconded by Mrozek 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 11:07 a.m. by Posey and seconded by Louise to adjourn the meeting. The motion carried unanimously.

CERTIFIED GENERAL APPRIASERS 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	6	5	8	4	6	2	4	3	7	7		
RENEWALS	2	1	0	0	0	0	282	235	723	34		
2025 TOTAL ACTIVE	1,410	1,415	1,423	1,428	1,432	1,426	1,430	1,436	1,443	1,447		

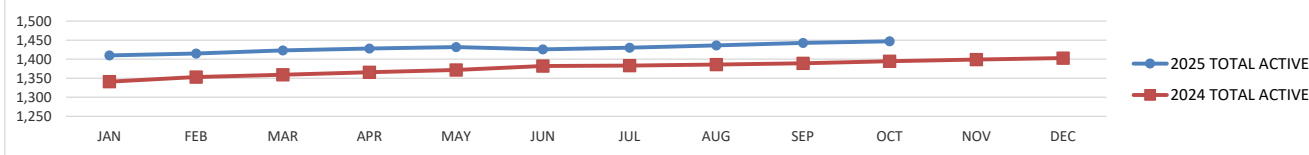
CERTIFIED RESIDENTIAL APPRIASERS 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	2	2	1	2	1	1	4	5	363	0		
RENEWALS	0	0	0	1	0	0	246	294	29	36		
2025 TOTAL ACTIVE	1,717	1,719	1,719	1,720	1,719	1,711	1,716	1,719	1,716	1,714		

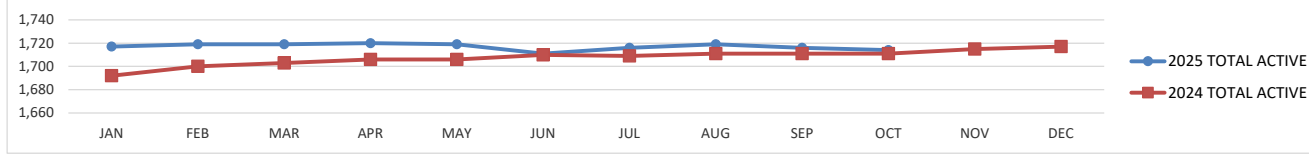
TRAINEE APPRIASERS 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	5	5	5	8	11	9	6	9	363	5		
RENEWALS	1	1	0	0	0	0	31	30	29	26		
2025 TOTAL ACTIVE	352	355	357	365	373	378	379	381	388	393		

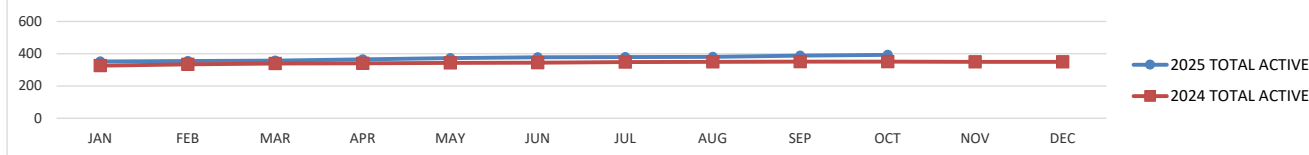
2025 vs 2024 Active Certified General Appraisers by Month



2025 vs 2024 Active Certified Residential Appraisers by Month



2025 vs 2024 Active Trainees by Month



Licensing Report

Prepared by Nathaniel Chandler

October 2025

Filtered By

- Board = APPRAISAL
- START DATE = 10/01/2025
- END DATE = 10/31/2025

11/4/2025 at 10:04:33 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	4	7	0	34	1,447
555	Licensed Appraiser Education Provider	0	0	0	0	0	18
556	Certified Residential Real Estate Appraiser	0	4	0	0	36	1,714
557	Associate Real Estate Trainee Appraiser	1	7	5	0	26	393
558	Appraisal Management Company	0	0	1	0	0	124
572	Temporary Practice Real Estate Appraiser	0	20	19	0	0	76
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	1	97
575	Licensed Appraiser CE Course	0	9	2	0	0	382
Totals		1	44	34	0	97	4,251

Illinois Real Estate Appraiser Program

From: 10/1/2025 To: 10/31/2025

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	1	20.00	4	80.00	5
	Repeat	1	50.00	1	50.00	2
	Total	2	28.57	5	71.43	7
Certified Residential Appraiser Examination	First Time	0	0.00	0	0.00	0
	Repeat	1	50.00	1	50.00	2
	Total	1	50.00	1	50.00	2



APPRAISAL INVESTIGATIONS REPORT

OCTOBER 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	5	2	5	2	1	
AUGUST	3	2	2	3	1	
SEPTEMBER	4	0	4	3	0	
OCTOBER	2	0	3	3	2	
NOVEMBER						
DECEMBER						
TOTAL			25	17	11	

APPRAISAL PROSECUTION REPORT 2025
OCTOBER

	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	13	7	3	0	0	2	1	0	0	4	3	0	0	0	0	0	1	2	0
NOVEMBER											0							0	
DECEMBER											0							0	
TOTAL											66							0	

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