



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

www.idfpr.com

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: August 9, 2022

Call to Order: 10:01 a.m. – Patricia McGarr – Chairperson

Location: Illinois Department of Financial and Professional Regulation (IDFPR)/Division of Real Estate (DRE) Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster.

Board Members Present: Doug Anderson, Sara Chambers, Gail Lissner, Patricia McGarr, John McMahon, Jonathan Michie, Mike Morris, Ken Mrozek, Brian Weaver (Non-Voting)

Board Member Not Present: Cecelia Marlow and Katie McNally

Staff Members Present: Adrienne Levatino – Associate General Counsel, 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, Hector Rodriguez – Chief of Investigations, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Craig Capilla, Scott Dibiasio, Herb Meyer, Sarah Walsh, Edward Williams

	Discussion	Action
Call to Order	<p>Chairperson Pat McGarr called the meeting to order and read a mandatory statement regarding the Open Meetings Act.</p> <p><i>This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster. All votes will be conducted by roll call, so each member's vote on each issue can be identified and recorded.</i></p> <p style="text-align: center;">Attendance Taken: Doug Anderson – present Sara Chambers - present Gail Lissner – present Patricia McGarr - present John McMahan - present Jonathan Michie – present Mike Morris - present Ken Mrozek - present</p>	The meeting was called to order at 10:01 a.m.
Review and Approval of Board Minutes	<p>The Board reviewed the Open Minutes from the July 12, 2022, Appraisal Board meeting.</p> <p style="text-align: center;">Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes</p>	A motion was made by Morris seconded by Lissner to approve the Open Minutes as presented

	<p>Gail Lissner – yes Patricia McGarr - yes John McMahon – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p>	<p>from the July 12, 2022, Appraisal Board meeting. The motion carried by roll call vote.</p>
Public Comments	<p>There were no public comments.</p>	
Licensing and Education Report	<p>The License Report for activity conducted in July 2022 was presented and discussed. A copy of the report is attached to and made a part of these minutes.</p> <p>Jeremy Reed commented that the staff has been busy with renewals.</p> <p>Mr. Reed informed the Board that we have met with the testing vendor, PSI, in order to work to improve the exams.</p> <p>Mary Crocker mentioned, since the last Board meeting, the following have been approved: 6 Education Courses, 5 log audits 2 Out of State CE request 0 Non-Student Activity 2 Endorsement Applications 2 Application Reviews</p>	
Investigations Report	<p>The 2022 Investigations Report through the month of July 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p>	
Prosecutions Report	<p>The 2022 Prosecutions Report through the month of July 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p>	

Formal Hearing Schedule	There are no Formal Hearings scheduled	
Education Course Approval	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers -yes Gail Lissner – yes Patricia McGarr - yes John McMahan – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p> <p>Courses reviewed and approved by Sara Chambers:</p> <p>Appraisal Institute (QE) General Appraiser Report Writing and Case Studies, 30 hours</p> <p>American Society of Appraisers (CE) 2022 International Conference, 14 hours</p> <p>McKissock (CE) Appraising Complex and Stigmatized Residential Properties-LW-7 hours</p> <p>Course reviewed and approved by Gail Lissner:</p> <p>Allterra Group (CE) 2022 Gold Standard Vegas, 7 hours</p> <p>Course reviewed and approved by Mike Morris:</p> <p>Appraiser eLearning (CE) Advanced Appraisal Review, 7 hours</p> <p>Course reviewed and approved by Pat McGarr:</p>	<p>A motion was made by Lissner and seconded by Mrozek to recommend approval of the 6 Appraisal education courses reviewed by a Board member and presented by Mary Crocker. The motion carried by roll call vote.</p>

	Chicago Chapter of the Appraisal Institute (CE) Complex Valuations, 7 hours	
Old Business	There was no Old Business to discuss.	
New Business	<p>Brian Weaver discussed Settlement Conference Scheduling for Board members.</p> <p>Mr. Weaver also discussed the issue of appraisers typing their names on their reports as opposed to using legally binding electronic signatures.</p> <p>The Board discussed how to handle pre-investigation complaints with regard to USPAP violations.</p>	
Motion to go into Closed Session	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Patricia McGarr - yes John McMahon – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p>	A motion was made by Mrozek and seconded by McMahon to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:59 a.m. The motion carried by roll call vote.
Closed Session:	<p>The July 12, 2022, closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	
Motion to go into Open Session	<p>Roll Call Vote Taken: Doug Anderson - yes Gail Lissner – yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon – yes</p>	A motion was made by Anderson and seconded by Lissner to go into Open Session at 11:11 a.m. The motion carried by roll call vote.

<p>Approval of July 12, 2022, Closed Minutes</p>	<p>Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p> <p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Patricia McGarr - yes John McMahan – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p> <p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Patricia McGarr - yes John McMahan – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p>	<p>A motion was made by Michie and seconded by Lissner to approve the Appraisal Board Closed Minutes from July 12, 2022. The motion carried by roll call vote.</p> <p>A motion was made by Lissner seconded by Morris to ratify the Board’s actions taken in Closed Session. The motion carried by roll call vote.</p>
<p>Recommendations</p> <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>There were no Consent Orders for the Board to discuss in Closed Session.</p>	
<p>Adjournment</p>	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes</p>	<p>A motion was made by Lissner and seconded by Chambers to adjourn the meeting at</p>

	<p>Gail Lissner – yes Patricia McGarr - yes John McMahon – yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek - yes</p> <p>The next meeting is scheduled for September 13, 2022.</p>	<p>11:15 a.m. The motion carried by roll call vote.</p>
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Licensing Report

Prepared by Jeremy N Reed

July 2022

Filtered By

- Board = APPRAISAL
- START DATE = 07/01/2022
- END DATE = 07/31/2022

8/3/2022 at 3:08:48 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	5	5	0	6	1,360
555	Licensed Appraiser Education Provider	0	0	0	0	0	19
556	Certified Residential Real Estate Appraiser	0	4	2	0	1	1,813
557	Associate Real Estate Trainee Appraiser	1	18	22	0	0	425
558	Appraisal Management Company	0	2	0	0	0	163
572	Temporary Practice Real Estate Appraiser	0	9	9	0	0	65
573	Licensed Appraiser Pre-Lic Course	0	1	0	0	0	111
575	Licensed Appraiser CE Course	0	6	8	0	0	406
Totals		1	45	46	0	7	4,362

7/1/2022 through 7/31/2022
Delivery Method: ALL

Illinois Real Estate Appraiser Program(ILRAP)

Test Program: Certified Residential Appraiser Examination - AR

Exam Type:	Certified Residential Appraiser Examination - AR							
	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	1	1	100.0%	0	0.0%	0	0.0%	1
Repeater	6	2	33.3%	4	66.7%	0	0.0%	6
Total	7	3	42.9%	4	57.1%	0	0.0%	7

APPRAISAL PROSECUTION REPORT 2022

JULY

	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	Child Support	Motion for Rehearing filed
JANUARY	19	6	9	0	0	3	1	1	3	2	4	0	0	0	0	1	2	1	0	0
FEBRUARY	16	6	6	1	0	2	1	0	2	5	8	1	0	0	0	1	4	2	0	0
MARCH	17	8	5	1	0	1	2	0	0	6	5	3	0	0	0	0	0	2	0	0
APRIL	15	6	4	3	0	1	1	0	2	4	6	2	0	0	0	0	2	1	0	1
MAY	14	5	6	2	0	0	1	0	4	3	4	1	1	0	0	1	1	0	0	0
JUNE	11	4	4	1	1	0	1	0	2	3	6	1	0	0	0	0	4	1	0	0
JULY	17	12	1	2	1	0	1	0	2	11	5	2	0	0	0	0	2	1	0	0
AUGUST											0									
SEPTEMBER											0									
OCTOBER											0									
NOVEMBER											0									
DECEMBER											0									
TOTAL								1	15	34	38	10	1	0	0	3	15	8	0	1

NEW CASES			RECEIVED							Jul
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP		TOTAL
8				3						11