

**REAL PROPERTY APPRAISER BOARD
CONFERENCE ROOM "B"
LOWER LEVEL, NEBRASKA STATE OFFICE BUILDING
301 CENTENNIAL MALL SOUTH, LINCOLN, NE
June 21, 2007**

OPENING

Chair Sheila Newell called to order the June 21, 2007, meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m., in Conference Room "B", Lower Level, Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska. Board Members Sheila Newell, Mathew 'Joe' Wilson, Timothy Kalkowski, James Bain, and R. Gregg Mitchell were present. Director Kitty Policky was also present.

NOTICE OF MEETING

Chair Newell announced notice of the meeting was duly given, posted, published and tendered in compliance with the Open Meetings Act, and all Board members received notice simultaneously by e-mail. The agenda was kept current in the Nebraska Real Property Appraiser Board Office and on the Board's website. Materials generally used by the Board for this meeting were available in the public folder for inspection. A copy of the Open Meetings Act was available for the duration of the meeting.

ADOPTION OF THE AGENDA

Chairman Newell reminded those present at the meeting that the Agenda cannot be altered 24 hours prior to the meeting except for emergency items according to the Open Meetings Act. However, there is a specific time indicated for New Business, Mass appraisal experience criteria and log – general public comments will be addressed at 9:30 a.m. In addition Chairman Newell asked for flexibility in the order of the agenda items to accommodate the public participation. Board Member Mitchell moved to adopt the Agenda as printed. Board Member Bain seconded. The motion carried with Kalkowski, Bain, Wilson, Mitchell and Newell voting aye. Motion carried.

WELCOME AND GUEST SPEAKERS

Chair Newell welcomed the guests to the meeting and asked them to please sign the guest log pointing out that there were two past Chairs of this Board present recognizing Roger Morrissey and Lynne Heiden. A copy of the guest list is attached and made part of these minutes.

APPROVAL OF THE MINUTES FROM MAY 17, 2007

Chair Newell asked for any additions or corrections to the May 17, 2007 minutes. Without correction, Board Member Bain moved to approve the minutes of the May 17th meeting and Board Member Mitchell seconded. The motion carried with Bain, Wilson, Mitchell, and Kalkowski voting aye and Newell abstaining in lieu to her absence. Motion carried.

DIRECTOR'S REPORT

Director Policky reported the number of credential to date was 922. According to the report sent to the Federal Subcommittee on 5/8/2007, Nebraska has a total of 637 appraisers reported. When you add the 285 Registered and Conversion appraisers the total is 918. The accuracy of the reporting mechanism of the website is questionable according to Policky.

The Real Property Appraiser Board has been notified that the Nebraska Administrative Code, Title 298, Rules and Regulations were signed by the Governor and became effective June 17, 2007. A copy of the report from the Secretary of State's website gives the timeline for the adoption of the new rules and regulations.

Director Policky shared her intentions to send a copy of the new rules and regulations, statute, LB186 along with information the Board wants to share with the appraiser community. The newsletter will be completed and will be a part of the packet. The Board agreed that the packets should be sent to both the Nebraska and reciprocal appraisers. Chairman Newell brought to the Board's attention clarification in the Appraiser Act in Section 76-2249 (2) "The Board shall provide without charge to any credential holder under the act a set of rules and regulations adopted and promulgated by the board and any other information which the board deems important in the area of real property appraisal in the State of Nebraska . . ." and distributed in any format deemed appropriate whether in printed format or available on the website. Distribution of the materials to each appraiser will give credence to the fact that each appraiser has received a copy of the materials necessary to practice appraisal under the current adoptions.

Board Member Kalkowski discussed the necessity to explain the new education criteria and the requirements for education criteria in 2008 and taking advantage of the opportunity. Director Policky agreed commenting that not only the new education requirements need to be addressed but the new criteria for 2008 in all aspects. There are plans to distribute another newsletter about September and include the requirements for 2008, a sample application, and any other material that will assist in the transition and give the appraisers direction to begin abiding by the new criteria.

Director Policky added that as just a reminder, the Appraisal Subcommittee will conduct the field review of Nebraska on July 18-19, 2007. A copy of the correspondence is available and is included as a handout.

CHAIR'S REPORT

Chair Newell thanked Vice Chair Wilson and Kitty for their active participation in the Exit Interview with the State Auditors on April 4, 2007. The audit is completed and the responses that were requested from Chair Newell were submitted to the Auditor's office as required. The audit is made available to the general public and can be accessed on the auditor's website at www.auditors.state.ne.us. A final copy of the audit and responses were distributed to each member.

Chairman Newell reiterated the effective date of the new rules and regulations on Sunday, July 17th and extended thanks and appreciation to Lynne Heiden, Diane Moore, Cay Lacey, and all individuals who had worked diligently to produce the final copy.

RECEIPTS & EXPENDITURES/MAY

Chair Newell directed Board's attention to the May expense report. All expenses and receipts for May are correct. Chairman Newell discussed the funds that remain. Financial Member Tim Kalkowski discussed the amount of funds appropriate in comparison to the amount of funds spent and the differences in the receivables from each category. As Director Policky

explained, the receivables are shifting and will continue to do so at a dramatic rate for the next five years. LB186, which goes into effect September 1, 2007, will eliminate the renewal of both registered and conversion appraisers after 2012. Either the credentials will move to a new category or the receivables will be lost. Existing appraisers have until June 30th to renew for 2007. Appropriations from the fiscal budget for printing have been made, the purchase order for chairs has been submitted to DAS and any purchase this office can make has been processed in lieu of the end of the fiscal year. Board Member Kalkowski moved to accept and file the May 2007 Receipts and Expenditures report for audit understanding that the bottom line is not balanced but the receipts and expenditures are correct. Board Member Mitchell seconded. The motion carried with Wilson, Mitchell, Kalkowski, Bain, and Newell voting aye.

UNFINISHED BUSINESS

Disciplinary Flow Chart

The Board continued discussion of the disciplinary flow chart. A chart was distributed by both Wilson and Newell for consideration. Board Chair Newell requested that Wilson explain the steps addressed by the flow chart. Wilson went through each step explaining that it is a simple and easy to understand set of procedures for enforcement. Chair Newell compared her rendition of the flow chart in comparison to Wilson's chart. Both charts were proficient in presenting the steps to the effective flow of enforcement and discipline. Chair Newell will combine the minor differences to produce an all-encompassing flow chart with descriptions.

Chairman Newell announced it was 9:30 a.m. and the next action would be to address the mass appraisal experience criteria and log. The first order by Chair Newell was to present background information of the mass appraisal issue since not all members were participants in the discussions. Chair Newell referenced the Real Property Appraiser Act §76-2230(d), §76-2231.01(d), 76-2232(d) which states: “. . . experience in any combination of the following: Fee and staff appraisal; ad valorem tax appraisal; condemnation appraisal; technical review appraisal; appraisal analysis; real estate consulting; highest-and-best-use analysis; and feasibility analysis or study. The required experience shall not be limited to the listed items but shall be acceptable to the board and subject to review and determination as to conformity with the National Uniform Standards of Professional Appraisal Practice.”

Nebraska Administrative Code, Title 298, Rules and Regulations, Chapter 5, Section 7 states “An applicant's experience shall be subject to review and determination of acceptability by the Board as to hours and areas of experience. Acceptable appraisal experience may include the following areas or a combination of the following areas: a. Fee and staff appraisal; b. Ad valorem tax appraisal; c. Review appraisal; d. Appraisal analysis; e. Highest and best use analysis; f. Feasibility analysis or study; and g. Practicum courses of study adhering to AQB guidelines. The Board may accept other areas of experience upon demonstration by the applicant that such experience directly relates to training and improvement of skills used in the actual practice of real estate appraisal and conforms to the Uniform Standards of Professional Appraisal Practice.”

At the May 24, 2006 meeting the Board appointed a task force to consider the experience and to set the rules for mass appraisal. Subsequently on August 24, 2006 the Board moved: Credit for mass appraisal experience shall be credited hour for hour as long as the experience consists of at least 25% credible valuation tasks and not more than 75% data collection, listing

and inspecting of properties. In addition, appraisal reports submitted as part of the experience component shall be two Standard 1 & 2 reports and one Standard 6 report or three Standard 1 & 2 reports to fulfill the requirement. Credible valuation tasks means setting, reviewing, adjusting or defending property value. Credit for mass appraisal experience must be provided on forms acceptable to the Board and must be verified by the applicant's supervisor." Motion carried unanimously.

Chair Newell ask for the general public comments to follow on the mass appraisal issue. She asked that individuals interested in speaking come forward and limit their presentation to five to ten minutes and that each individual begin by identifying themselves and that while each is testifying that no questions be asked until the testimony is completed.

Jeff Wilhelm, an appraiser from the Department of Property Assessment and Taxation located in Alma, was first to present testimony. After presenting personal background, Jeff addressed issues such as the number of appraisal reports required for submission with the application. Jeff expressed concern after asking for clarification from the Director as to the hourly credit and the number of reports required. Jeff was asking the Board for clarity and guidance in application for a certified residential credential.

Mike Goodwillie, legal counsel for the Department of Property Assessment and Taxation submitted a letter for each of the Board members. A copy of the letter is attach and is part of these minutes. Mr. Goodwillie addressed staff members who wanted to advance to a credential and how they can receive credit for experience. The sum of approximately \$50,000 has been spent on education for staff members and the investment would need support for experience to become applicable for a credential. The benefits of investment in the staff are practical and beneficial to the agency to defend values that have been set before the local county and boards of equalization. When called upon as an expert witness, to establish professional credentials lends to the credibility of the individual. From the stand point of assisting the department, any kind of upgrade or credential earned certainly benefits the agency. Credentialing is a difficult task and applying the statutes will take time. Goodwillie wanted to address various issues and the first of the issues – experience hours. Chair Newell had pointed to regulations and statutes applicable, but none were weighted, all carried the same value. Policy, difficult to find and use was the only direction for experience. If the Board adopts a different standard, Goodwillie stressed clarity to applicants would be useful. State the requirements clearly, post prominently, and let the potential applicants know exactly what will be accepted. The second issue – concept of reports. Regulation requirements and what is requested for application. When does the Board want the three reports and when does the Board want the additional reports. From the stand point of the applicant, the applicants need clarification of the requirements. Finally, based on the understanding of Mr. Wilhelm's conversation with the Director, if an applicant meets the requirements, the applicant will receive a credential and the reasons for the denial of an applicant should be stated clearly and that the denial is for the same circumstances as any applicant. In closing, Mr. Goodwillie thanked the Board for their time and noted that if they had additional questions, that contact information was available on the letter.

Roger Morrissey of the Douglas County Assessor's Office testified that the issue can be summed up in one word: Competency. Mr. Morrissey stated, as past chairman of this Board, that the one thing desired was to have competent, qualified and professional appraisers. This

is how he wants the public to view the qualifications of his staff. Mr. Morrissey reflected upon his own situation in Douglas County with 83,000 valuation notices going out this year that staff will review approximately 10,000 appeals. The appeal process renders lots of experience in reviewing, setting, adjusting and defending their values. Mr. Morrissey feels that the common goal of becoming professionals would lend the industry more credibility. Mr. Morrissey closed his testimony with thanking the Board for upholding the values and goals of producing professionals.

Chair Newell asked for additional testimony from the general public. None forthcoming, Chair Newell asked Board members for questions or comments. Vice Chair Wilson addressed the situation as two-fold. Experience requirements and the AQB standards for qualifying the mass appraisal log. Vice Chair Wilson went on to comment that if the mass appraisal log meets both requirements, than the applicant qualifies to proceed. The requirement of the AQB standard to log 1,500 hours of residential experience for the certified residential credential and 1,500 hours of non-residential experience for general certification credential causes confusion. Just acquiring the amount of hours required isn't the only issue – the experience hours must also follow the AQB guidelines. As long as the hours reported meet the AQB requirement and the requirements of Standard 6 for mass appraisal and you can write a Standard 1 or 2 report, the application process can be completed.

The next issue turned to the reports submitted for application. Past Chair Lynne Heiden explained the history of the Board and past audits relating to experience. Heiden further noted that the ASC requires that experience hours must be verified. The applicants can still submit three reports as required by the rules and regulations for application, but the requirement of the ASC to verify the experience hours will require the Board to review the logged experience hours and call for additional report(s). The request for additional report(s) is necessary to verify work experience as logged. Chair Newell explained the purpose of the request for report(s) is to verify the reporting process and to ensure that an applicant does not falsely list experience credit. Additional report(s) that will be selected from the log are for verification purposes and not part of the three reports due with the original application.

Board Member Mitchell asked for clarification of the 1,500 hours for each certification credential to ensure that the applicants understand the breakdown of the experience requirement for each credential emphasizing the 1,500 hours for each credential as residential or non-residential experience.

Chair Newell requested further discussion or comments.

Barb Oswald, a registered appraiser since 1991 offered background history of employment as County Assessor for Dixon County at the time she received her credential and for the last 10 years she has been employed at the Department of Property Assessment and Taxation. Barb explained that she serves as a reviewer and does not work directly with the Assessors. She explained that although she has some fee experience, she does not know if she has enough to qualify for the license credential at this time. The question to the Board, considering her positions, is what responsibilities of her position would qualify as experience. Chair Newell requested that Ms. Oswald send a letter to the Board stating her education, experience, and job description with DPAT and the Board would consider the request and send her a written response. Vice Chair Wilson asked for a clarification of her position. Ms. Oswald stated she

was a field liaison. Basically a field liaison statistically monitors the assessment actions of the Assessor's office. Ms. Oswald stated she worked in the northeast area and has the responsibility of ten counties that she monitors.

Suzan Lore, Commissioner for the Tax Equalization and Review Commission, elaborated on the job responsibilities and description of Barb Oswald as a liaison commenting on the knowledge and close interaction between her and the appraisal process was so interwoven that Commission Lore felt that the hours spent performing her responsibilities as liaison should all fall under the mass appraisal hours of experience as hour for hour. Chairman Newell asked Commissioner Lore for her qualifications as both an appraiser and an assessor. Commissioner Lore confirmed that she held certification for both professions and could understand the requirements of individuals serving in either or both capacities.

Board took a break at 10:20 a.m.

Board meeting reconvened at 10:35 a.m.

Chair Newell requested a time change in the agenda since Mr. William Blake was present. The Board addressed the item next.

NEW BUSINESS

Legal Counsel Consideration

Mr. William Blake introduced himself as an attorney and partner from the firm Pierson, Fitchett, Hunzeker, Blake & Katt Law firm. Mr. Blake makes this presentation to the Board as a response to a request from Director Policky for interest in representing the Nebraska Real Property Appraiser Board as legal counsel for disciplinary proceedings. A copy of the letter of introduction by Mr. Blake was included in the Board package and is considered part of these minutes. Mr. Blake expressed an interest in serving as legal counsel. Mr. Blake brought to the attention of the Board members the letter which gave the basic information about himself and the firm. Mr. Blake has practiced law in Lincoln for 32 years addressing the areas of civil litigation dealing with real estate and focusing on eminent domain and real estate values.

Board Member Mitchell asked Mr. Blake about his qualifications and service to this Board. Mr. Blake pointed out that he was appointed in 1992 as Special Deputy Attorney General when the Board was first organized pursuant to State Law and that he also was instrumental in writing the original regulations under which the Board presently operates. Although Mr. Blake stated he had not worked disciplinary actions for this Board, he has worked many disciplinary actions representing appraisers in the preliminary settlement phase and for appraisers which had formal complaints filed against them by this Board.

Board Member Kalkowski expressed concern over the procedures for enforcement relating concerns of the past practice that all complaints must be passed on to legal representation, eliminating the ability of the Board to deal with any phase of the enforcement process. Mr. Blake commented on the efficiency of the flow chart, which had been presented earlier in the meeting, for enforcement in assisting the appraisers with options for improving their skills as well as the legal course for filing complaints. In closing, Board Member Kalkowski asked Mr. Blake if he had a clear understanding of USPAP. Mr. Blake replied that he was as knowledgeable as any attorney considering the application and interpretation of USPAP.

Vice Chair Wilson moved that a recommendation be sent to the Attorney General's office requesting that Mr. William Blake be appointed as special assistant attorney for the Real Property Appraiser Board. Board Member Bain seconded. The motion carried with Mitchell, Kalkowski, Bain, Wilson, and Newell voting aye.

Chair Newell announced that the meeting would return to the agenda.

UNFINISHED BUSINESS

Reviewer Training

Chair Newell announced that she contacted several AQB instructors to assist with reviewer training. It is anticipated by the ASC that the new 2008 USPAP books and USPAP Update seminar would be available this fall. Chair Newell proposed that in order to incorporate 2006 and 2008 USPAP that we schedule the training for October or November. Board Member Bain agreed the timing was acceptable. Vice Chair Wilson pointed out that the review reports are prior to 2008 and that perhaps waiting for the 2008 materials would not be a consideration. Board Member Mitchell mentioned the consideration of the five year records retention schedule and addressing reports in the appropriate timeframe. The Board agreed to schedule a training session in Lincoln and North Platte.

Submission of Reports from Applicants

Chair Newell began by addressing the May 17, 2007 minutes concerning Rules and Regulations, Chapter 5, Section 5 which states . . . "Applicants for licensure, residential certification, or general certification must demonstrate, on forms provided by the Board, that they have met the appraisal experience requirements established at §§ 76-2230, 76-2231.01 and 76.2232. Each applicant will be required to furnish, under oath, a listing of his/her appraisal experience for each year for which experience is claimed. Candidates for licensure must submit three appraisal reports for review. . ." The Work Product Submission Policy that was adopted in May must be rescinded as the new rules and regulations refer to the number of appraisals that must be submitted for review at the time of application. The Board will then call for additional report(s) are for verification of the experience log. Board Member Mitchell clarified that three reports will be submitted at the time of application and the Board will make a selection of report(s) from the log to verify the experience log.

The report(s) to be requested by the Board from the log do not have to be Standard 1 & 2 reports but must meet the acceptable experience as outlined in the Rules and Regulations.

Vice Chair Wilson moved to rescind the Product Submission Policy adopted at the May 17, 2007 meeting of the Board. Board Member Kalkowski seconded. The motion carried with Kalkowski, Bain, Wilson, Mitchell, and Newell voting aye.

Vice Chair Wilson moved to set policy to request additional report(s) from the applicant's experience log for the purpose of verification of work experience. Board Member Kalkowski suggested that there be clarification between the reports submitted for review and those reports submitted for verification of experience. Vice Chair Wilson clarified his motion with the assistance of Board Member Mitchell to read as follows . . . that in addition to the three required reports submitted for review with the initial application, the Board, after review of

the applicant's experience log, will request additional report(s) selected from the log for the purpose of verification of work experience. Chair Newell ask for any further discussion.

Education provider Diane Moore, representing the Moore Group, asked for clarification of individuals who are submitting parts of logs. Some are submitting logs with hours to support the three appraisals that are submitted for application and some will be submitting additional logs for the hours they still need to qualify for application. Chair Newell responded by saying the Board would have the discretion of selecting reports from one or any of the log submissions for verification of work experience.

Board Member Bain seconded the motion. The motion carried with Kalkowski, Bain, Wilson, Mitchell, and Newell voting aye.

Board took a break at 11:37 a.m.

Board reconvened at 11:50 a.m.

Chair Newell addressed the next item on the agenda.

NEW BUSINESS

Establish deadline for report submission

Vice Chair Wilson expressed the need for a deadline for the submission of applications to be able to process under the current criteria and have the time to take the exam prior to the end of the year in an efficient and effective manner for all applicants involved.

Board Member Mitchell commented concerning the parameters for the sequential adoption of the application process refers to Chapter 5, Section 8 . . . “applicants who complete the education requirements and the examination component prior to January 1, 2008, will have until December 31, 2008, to complete the experience requirement. The experience requirement will not be complete until: a. The log of appraisal experience is complete; b. The reports submitted have been reviewed and deemed to be compliant with the Uniform Standards of Professional Appraisal Practice; and, c. The application has received Board approval.”

Vice Chair Wilson expressed his concern about the overwhelming responsibility of processing the number of applicants. All testing and education must be completed by December 31, 2007 and the reports and experience log can be completed one year from the day a candidate passes the examination.

Chair Newell explained the sequential application process that is acceptable under the AQB guidelines consists of three components. Past Chair Heiden explained that the first component of education requires that the education be complete at application; the second component is the examination and AQB requires that the candidate pass the examination prior to January 1, 2008; and the third component of experience log and reports can be fulfilled for up to one year from the date of passing the examination. Heiden recommends that regardless of the segmented date, the sooner the reports are submitted and approved, the better the chance of earning or upgrading a credential. If the report(s) fail, and the applicant has to reapply, the

applicant now comes under the 2008 criteria if it is 2008. The current examination cannot be taken after December 31, 2007 as the new examination goes into place January 1, 2008.

Director Policky added that despite the segmented date of December 31, 2008 for experience, the applicant has only one year from the day the exam is passed to complete the process.

Chair Newell explained that an applicant must submit the application, application fee, and qualifying education to the Board for processing. At the time of application, the candidate has the option of submitting the reports with a partial log as some candidates have few hours of experience needed at this point. Others will submit their reports and log at a later time. This is certainly not the normal application process for credentialing but has been initiated by the adoption of the AQB segmented policy. Board Member Mitchell emphasized the publication of the newsletter and encouraged the Board to proceed with the policy for application and report submission. Mitchell continued with the need for the Board to have adequate time for processing and that the guidelines require the application must receive Board approval. Chair Newell stated that the application process needs to be completed and the date for submission needs to be adequately addressed to give applicants a complete understanding of the process. The Board needs to be proactive and establish the guidelines for completion probably about four months prior to the anniversary of their examination.

Director Policky explained that a spreadsheet has been set up to track the applicants who are not completing the process but extending their reports and experience logs under the sequential process into 2008. Diane Moore asked for clarification of the sequence by asking if the log can be extended past the time the reports are submitted. The Board responded by assuring Diane that a log can continue the acquisition of time and experience for one full year from the testing date. The reports may be submitted with an incomplete experience log to date and the remainder experience log may be submitted at a later date.

Vice Chair Wilson presented a guideline for report submission to the Real Property Appraiser Board under the 2007 criteria where as reports must be received by August 1, 2008 in order to guarantee review and process. Reports received after August 1, 2008 will not be guaranteed review prior to the December 31, 2008. All experience logs must be completed by November 1, 2008.

Board Member Mitchell moved the policy for report submission would be as follows: In order to allow the Nebraska Real Property Appraiser Board to process and act upon an application for a credential under the current criteria, the applicants that have successfully completed their education and exam requirements prior to December 31, 2007 must submit their appraisal reports for review within eight (8) months of their exam date. Board Member Bain seconded the motion. The motion carried with Bain, Wilson, Mitchell, Kalkowski, and Newell voting aye.

Board Member Mitchell further moved the policy for log submission would be as follows: In order to allow the Nebraska Real Property Appraiser Board to process and act upon an application for a credential under the current criteria, the applicants that have successfully completed their education and exam requirements prior to December 31, 2007 and must submit their experience log within 10 months of their exam date. Board Member Bain

seconded the motion. The motion carried with Wilson, Mitchell, Kalkowski, Bain, and Newell voting aye.

Chair Newell reiterated that this policy does not stop an applicant from submission of their required reports or experience log after these dates, but the Policy was set to assure the applicants that the application process will be completed by the Board for approval or disapproval.

2008 Education Identification Criteria

Chair Newell added the item to the agenda for clarification of the qualifying education referencing page 12 of the green book produced by the Appraiser Qualifications Board to set guidelines and to determine the subject matter and the amount of credit to be granted. The new criteria takes a step further to determine the modules that apply to the various topics. Chair Newell mentioned she was the only individual who attended the meeting taught at the 2008 AQB Criteria Implementation mentioning the determination and the applicability of the university and college courses that are going to be accepted. Board action to establish what higher education will be accepted and what is not accepted should be considered.

Diane Moore of the Moore Group commented that the questions surrounding education had been handled by the Core Curriculum in the past. The Core Curriculum consisted of the Director and representatives from the education providers and decisions were arrived at in a collaborative manner.

Vice Chair Wilson set forth a motion to establish the Core Curriculum and give the responsibility of education guidelines to that group. The decisions of the Core Curriculum would be sent to the Board for final approval. Board Member Bain seconded the motion.

Chair Newell opened the motion for discussion. Board Member Mitchell questioned Lynne Heiden as to why our approval process for higher level education differs from for instance the State Bar Association who accepts a JD education from Creighton University, the University of Nebraska or even Colorado as means of sitting for the bar exam. Heiden responded with the content. For instance of an advanced mathematics class, would require determining what portion may be statistics to determine the hourly value.

Determining the discussion was closed, Chair Newell called for a vote. The motion carried with Mitchell, Kalkowski, Bain, Wilson, and Newell voting aye.

EDUCATION

Vice Chair Wilson moved to approve the following seminars and their respective instructors:

The following continuing education seminars and instructors from Bobbitt & Company – Kansas: On-Line Sales Comparison Approach, 7 hours, C2727-I; On-Line Residential Cost Approach, 7 hours, C2716-I; On-Line Income Approach, 7 hours, C2726-I. Cooke Real Estate School – Florida: On-Line Sales Comparison Approach, 7 hours, C2727-I; On-Line Residential Cost Approach, 7 hours, C2716-I; On-Line Income Approach, 7 hours, C2726-I; On-Line Introduction to Commercial Appraisal, 3.5 hours, C2728-I. The Moore Group: What Appraisers Need to Know About Nebraska Appraiser Law, 3 hours, C2735; Residential Appraisal Reports for a Non-Lending Use – 4 hours, C2730. Diane Moore and Brad Moore

were approved as instructors for each seminar. Diane Moore was approved as instructor for: National USPAP Update, 7 hours; National USPAP, 15 hours; and Residential Report Writing and Case Studies, 15 hours. The Dirty Dozen, an on-line submission by McKissock L.P. was not approved.

The motion was seconded by Board Member Kalkowski. The motion passed with Kalkowski, Bain, Wilson, Mitchell and Newell voting aye.

PAT education format change

The Department of Property Assessment and Taxation presented a continuing education seminar called “Residential Quality, Condition and Effective Age” on May 24 & 25 in a format not approved when the seminar was initially submitted to this Board. The success of the class prompted PAT to present the seminar by telecommunications in some locations. The guidelines for telecommunication presentations differ from the approval of the seminar in a class setting and as the request for approval had been presented to this Board. Under these circumstances it is required that the seminar change be brought before the Board for approval.

Property Assessment and Taxation representative Assessment Administrator Robert Martin, presented to the Board the reasons for the change to the format of their seminar. PAT contracted with Rick Stuart to present the seminar. On May 21 & 22 the seminar was presented in North Platte in the classroom setting. With the overwhelming demand for the class, PAT moved the site to the Nebraska Television Station for a feed to Norfolk, Grand Island, North Platte, and Scottsbluff. Each site had a direct feed and the interaction between the students at the remote sites was available. The Board agreed that PAT could receive continuing education credit for their seminar to the remote locations.

Sheri Goodrich & Sharon Boucher education letter consideration

Board Member Kalkowski questioned the reason for the Board addressing such issues as the qualification of education during the meeting of the Board. Chair Newell reminded the Board that they are obligated to answer all requests to the Board. Upon review of the educational submissions, the Board determined that Sheri Goodrich and Sharon Boucher have met the education qualifications for certified residential.

General Public Comments

There were no general public comments. Chair Newell thanked the individuals who were in attendance at the meeting.

Board took a break for lunch at 1:25.

Board meeting reconvened at 1:52 a.m.

AMP testing contract renewal

A contract for renewal of the testing services for Applied Management Professionals, Inc. has been submitted for review and approval by the Board. The rate has remained the same as well as the location. Board members reviewed a copy of the contract. Board Member Bain moved to approve the contract and authorize Chair Newell to sign the contract. Board Member Mitchell seconded. The motion carried with Kalkowski, Bain, Wilson, Mitchell, and Newell voting aye.

Vice Chair Wilson moved that the Board go into executive session for the purpose of reviewing applicants for credentialing. A closed session is clearly necessary to prevent needless injury to the reputation of the individual or individuals relating to the issues of qualified applicants. The time on the meeting room clock was 1:55. Bain seconded. The motion carried with Bain, Wilson, Mitchell, Kalkowski and Newell voting aye.

Vice Chair Wilson moved to come out of executive session at 2:34 p.m. Board Member Mitchell seconded. The motion carried with Bain, Wilson, Mitchell, Kalkowski, and Newell voting aye.

Vice Chair Wilson moved to ratify
Registered: R826, Barbara Poole; R827, Steven Slater; and, R828, Roxanne Vipond.

Deny: L534 and send letter recommending two-day tested USPAP and a residential cost approach and sales comparison course; CR148 and submit an additional multi family report; CG406 and recommend mentor; and CG411 requesting three new reports.

Approve: L537, Bret Hollingsworth; CR147, Rock Stahla and CG405, Bonnie Downing.

The motion was seconded by Mitchell. The motion carried with Wilson, Mitchell, Kalkowski, Bain, and Newell voting aye.

Vice Chair Wilson moved to approve CG408, David Wellsandt. Board Member Kalkowski seconded. The motion carried with Wilson, Kalkowski, Bain, and Newell voting aye. Mitchell abstained.

Vice Chair Wilson moved that the Board go into executive session for the purpose of consideration of disciplinary concerns. A closed session is clearly necessary to prevent needless injury to the reputation of the individual or individuals involved with alleged violations of the performance of real property appraisal practice. The time on the meeting room clock was 2:55 a.m.

Vice Chair Wilson moved to come out of executive session at 2:35 p.m. Board Member Kalkowski seconded. The motion carried with Mitchell, Kalkowski, Bain, Wilson and Newell voting aye.

Vice Chair Wilson moved to take the following actions:

- 06-18 – Prepare Consent Agreement requesting completion of 15-hour National USPAP and 2 day tested Sales Comparison Approach. Completion date by January 19, 2008.
- 06-20 – Invite informal conference on July 18, 2007.
- 07-02 & 07-03 – Hold until mentoring program is completed.
- 07-06 – Amend motion to dismiss.

Board Member Mitchell seconded. The motion carried with Kalkowski, Bain, Wilson, Mitchell, and Newell voting aye.

PERSONNEL MATTERS

Vice Chair Wilson moved to go into executive session for the sole purpose of discussing personnel matters. The purpose of a closed session is necessary for the prevention of needless injury to the reputation of the individual or individuals in these personal matters. The time on the conference clock was 3:52 p.m. Board member Kalkowski seconded the motion. The motion carried with Bain, Wilson, Mitchell, Kalkowski and Newell voting aye.

Vice Chair Wilson moved to come out of executive session at 4:10 p.m. Board Member Bain seconded. The motion carried with Wilson, Mitchell, Kalkowski, Bain and Newell voting aye.

Board Member Kalkowski moved to adjourn the meeting. Bain seconded. The motion carried with Mitchell, Kalkowski, Bain, Wilson and Newell voting aye.

The next regular meeting will be July 19, 2007 and the August meeting will be the 14th.

The meeting was adjourned at 4:11 p.m.

Respectfully submitted,

Kitty Policky, Director

These minutes were available for public inspection on July 3, 2007, in compliance with Nebraska Statute §84-1413(5).