

**REAL PROPERTY APPRAISER BOARD
CONFERENCE ROOM "B"
LOWER LEVEL, NEBRASKA STATE OFFICE BUILDING
301 CENTENNIAL MALL SOUTH, LINCOLN, NE
August 23, 2007**

OPENING

Chair Sheila Newell called to order the August 23, 2007, meeting of the Nebraska Real Property Appraiser Board at 9:03 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. Board Member Bain moved to adopt the Agenda as printed. Board Member Mitchell seconded. The motion carried with Mitchell, Wilson, Bain, Kalkowski and Newell voting aye. Motion carried.

APPROVAL OF THE MINUTES FROM AUGUST 23, 2007

Chair Newell asked for any additions or corrections to the July 19, 2007 minutes. Board Member Mitchell moved to approve the minutes of the July 19th meeting as presented. Board Member Bain seconded. The motion carried with Wilson, Bain, Kalkowski, Mitchell and Newell voting aye.

WELCOME GUESTS

Chair Newell welcomed the guests to the meeting and asked them to please sign the guest log. Signing the guest log were Diane Moore from the Moore Group; Cay Lacey, a certified general appraiser from Great Plains Appraisal; Jeanne McDonald, a certified residential appraiser from Bellevue; and Mike Goodwillie, legal counsel for Property Assessment and Taxation.

DIRECTOR'S REPORT

1. AMP Testing Update

Dr. Fabrey from AMP testing has scheduled numerous conference calls with all states to discuss the most efficient and effective means of incorporating the new testing requirements under the 2008 criteria and how the examinations can best be administered. Dr. Fabrey has kept the Nebraska Real Property Appraiser Board up to date by e-mail as information becomes available. Dr. Fabrey requested names of individuals to contribute to the

development of the testing examinations from each participating state. AMP is in the process of negotiating.

2. Attorney General

The Office of the Attorney General has appointed Mr. William Blake as Special Assistant Attorney General. Mr. Blake can legally assume the duties of representing the Board. The appointment will expire December 31, 2008. Mr. Charles Lowe, Assistant Attorney General, is the contact person in connection with the matter and should be kept fully advised in all legal issues and filings.

3. DAS Pay Increase

The increase notification that came from Carlos Castillo, director of the Department of Administrative Services and went into effect July 1, 2007 for all non-contract classified system employees to receive a 3% salary increase. As Director, Policky did not implement the change without first asking the Board for permission to do so.

The motion by Board Member Mitchell acknowledged the minimal from the Department of Administrative dated July 1, 2007 regarding pay increases for non-classified employees to receive a 3% increase effective July 1, 2007 and proposed that increase be applied to Director Kitty Policky, effective July 1, 2007. With no discussion, Bain seconded the motion. Motion carried with Kalkowski, Bain, Mitchell, Wilson and Newell voting aye.

4. Core Curriculum Meeting

Cay Lacey reported the Core Curriculum met on August 16, 2007 to discuss the means of implementing course approval in Nebraska. Present were Director Kitty Policky, Roger Morrissey, Cay Lacey, and Brad and Diane Moore. Lynne Heiden and Sandy Gerschwender had previous commitments and could not attend the meeting.

It was the unanimous opinion of those present that the AQB Course Approval Program will be the standard to which states must adhere. Therefore it is the recommendation of the Core Curriculum that the Board endorse the AQB Course Approval Program for use in Nebraska and grant credit for any offerings of courses with such approval that are offered within the State of Nebraska. It seems reasonable to continue the current policy of approval for course offerings outside of Nebraska with the approval.

The committee members were convinced that whatever mechanism for approval is eventually adopted, it must mirror the process and standards of the Course Approval Program. There is concern that if Nebraska accepts courses that are approved in some other less rigorous manner, the Appraisal Subcommittee will be faced with a situation like that in Oklahoma a few years ago, in which it will be impossible for the Subcommittee to identify which courses meet the guidelines and which courses do not. It was ultimately recommended to the Board that the Board approve a resolution that adopts the AQB Course Approval Program for qualifying education and retain the option to set up a similar, parallel, and equally stringent approval program. In addition to the CAP Program, Lacey went on to discuss the depth of the knowledge and educational experience required for those who would make up any potential approval committee or panel. She suggested the members be highly qualified and have extensive classroom experience without prejudice. The approval process would certainly be time consuming and committee members anticipated that those who are asked to undertake

such as task would devote at least equal time to the process, or about two days for a 15-hour course and at least one day for a seven- to eight-hour seminar. Classes of 30 hours or more would no doubt require commensurate time.

Director Policky strongly emphasized to the Board the danger of not adopting a policy making pre-requisite matrix courses AQB approved. The adoption of an additional policy to accepted course and continuing education that did not fulfill the requirements of the matrix could be considered. But to assure approval by the Appraisal Subcommittee for Nebraska and surrounding states, AQB CAP approval is strongly recommended but at the same time we need to retain the ability to deviate and accept courses approved by the Board. It will be necessary to make the cost parallel to the time it will require to review course materials as the costs imposed by the Course Approval Program.

Chair Newell offered to contact Sandy at the AQB to review the requirements for the Course Approval Program.

Board Member Mitchell viewed the interpretation for the policy for pre-requisite courses to be (a) AQB approved or (b) approved by the Board using the AQB CAP guidelines using the AQB matrix. Qualifying hours will be determined by the Board. Board Chair Newell reminded the Board that qualifying courses have already been approved for the 2008 matrix. Director Policy reminded the Board that they would have to accept responsibility for the content and approval for the courses that have been approved for the matrix without applying the AQB CAP guidelines. Again, Chair Newell stated that they did not question their approval at the recent audit by the Federal Subcommittee.

Board Member Mitchell requested Director Policky send to each member a copy of the AQB Course Approval Program guidelines to better discuss the issue at the September 20th meeting. The information will assist Board members in to formulating a policy for education approval.

CHAIR REPORT

Chair Newell reminded Board members that Lynne Heiden would be presenting the seminar to the Nebraska Mortgage Bankers' Association as approved by this Board on September 11th at the Omaha Marriott.

Kalkowski suggested contacting the Nebraska Banker's Association and inform the Banker's Association what this Board can offer. Kalkowski suggest that he could come up with a contact person. Although he thought perhaps Karen Miller was that individual, Kalkowski requested that Director Policky call and perhaps arrangements could be made for information and contact for the Banker's Association.

Chair Newell elaborate on the requirements of Policy Statement 10. Proposed Policy Statement 10 , paragraph G provides guidance to States regarding how State agencies can ensure that applicants for certification have the necessary qualifying experience to meet the requirements of Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989, as amended ("Title XI"), as implemented by AQB criteria. As stated in new Paragraph G, reviewing experience logs is only the first step in evaluating an applicant's experience. States, in some reliable manner, also must validate that experience listed on the log actually exists. Therefore, it is necessary that each entry on an experience log contains

sufficient information to enable a State agency to validate the existence of the appraisal and to determine whether the applicant is capable of performing USPAP-compliant work. Chair Newell reminded members that Policy 10 has no effective date but basically the effective date is August 9. Page 10 – validation of qualifying experience. Chair Newell stressed that the request additional report(s) was to validate experience as submitted to this Board in log form. The Federal Subcommittee has expressed concerns over mass appraisal logs and emphasized the need to validate experience by requesting additional reports from the submitted log of experience by requesting additional report(s). The format and submission of information must be just as accurate and concise as fee appraisal. The Subcommittee has even suggested that the applicant remit their log and the Board selects appraisals from the log for demonstration reports. The additional appraisal reports are reviewed for USPAP compliance in the meeting by Board members. Chair Newell suggested making a change in rules and regulations to change procedure by first submitting the log as part of the application process.

Board Member Mitchell agreed with Chair Newell that the procedure change would ensure the accuracy of the log and meet the standards of selecting at random a report instead of the process of preparation on the part of the applicant. It would perhaps change the type of report that was submitted as a demonstration report to include something a little less generic and demonstrate the capability of the applicant. This is a procedure for which the Board should prepare for future changes to the Rules and Regulations.

Vice Chair Wilson emphasized the requirement that mass appraisal experience must qualify under Standard 6. Mass appraisal experience that does not qualify under Standard 6 is not acceptable for application.

RECEIPTS AND EXPENDITURES REPORT – JULY

The receipts and expenditures for July were reviewed by the Director by line with the Board. The Budget Status Report with adjustments was attached. Kalkowski pointed out the amount of payment for object code 554900. Director Policky explained that the code belonged to the payment of reviews and expressed concern to the Board that review fees will consume most of the available budgetary funds. The availability of the additional \$11,000 for legal related services was discussed. Director Policky noted that the fund is dedicated. Mitchell asked for a definition of dedicated. The Director responded that the fund is to pay all expenses over and above the contracted attorney fees such as copies, phone calls, transcripts, hearing officers, witnesses, etc. Board Member Kalkowski moved to accept and file the July 2007 Receipts and Expenditures report for audit. Board Member Bain seconded. The motion carried with Wilson, Kalkowski, Bain, Mitchell, and Newell voting aye.

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

Board meeting reconvened at 10:23 a.m.

UNFINISHED BUSINESS

1. Approve disciplinary flow chart:

The Board continued discussion of the disciplinary flow chart. A flow chart was distributed by Chair Newell with the requested changes from the July meeting for consideration. In addition to the flow chart, Newell distributed the “Guidelines for Disciplinary Actions” as defined by statute. A Copy of the Guidelines is attached and considered part of these minutes.

The statement defining “dismiss” states: “No convincing evidence of violation of USPAP, Statute or Rules and Regulations. Will include no jurisdiction or value dispute.” Chair Newell referred to the Rules and Regulations, Chapter 9 for clarification purposes. The Board agreed to eliminate the sentence: “Will include no jurisdiction or value dispute.” A motion by Bain to accept the “Disciplinary Flow Chart” and the “Guidelines for Disciplinary Actions” with the noted correction was seconded by Vice Chair Wilson. The motion carried with Kalkowski, Bain, Mitchell, Wilson, and Newell voting aye.

Vice Chair Wilson suggested the flow chart and “Guidelines for Disciplinary Action” be a part of the Nebraska Real Property Appraiser handbook. All members present agreed.

2. Review/Investigator training update:

Chair Newell related to the Board plans for the reviewer training session in North Platte by Lynne Heiden, a certified general appraiser and AQB certified USPAP instructor from Kearney on October 10th. A room at the Quality Inn has been reserved. Cay Lacey, a certified general appraiser and AQB certified USPAP instructor from Lincoln, will teach the training session in Lincoln on November 16th at the Nebraska State Office Building, lower level “D.” The goal of the training is to establish guidelines and consistency for reviewing application appraisal demonstration reports and disciplinary appraisal reports and the effective application and interpretation of all USPAP standards and rules. Participants are only those individuals who are currently serving as reviewers. Both meetings will be held from 10 a.m.-3 p.m. with an hour for lunch and participants will receive four hours of continuing education credit. The instructors will receive a compensatory fee of \$400.00 each.

Board Member Mitchell moved that we schedule reviewer training for four hours from 10-4 for continuing education credit October 10 in North Platte and Nov. 16th in Lincoln. Existing contract reviewers are to be invited and will be required to pay \$25/00 per person. Other certified appraisers who request consideration may be invited to the review session. The course will be approved for four hours of continuing education. Fees paid to the designated instructors shall be \$400 per session. Bain seconded. Motion carried with Board Members Bain, Mitchell, Kalkowski and Chair Newell voted aye and Vice Chair Wilson voted nay.

NEW BUSINESS

1. AARO Meeting/September 28-October 2, 2007/Washington, DC

The Nebraska Real Property Appraiser Board approved attending the AARO Conference. Board Member Kalkowski moved that the registration fee, hotel, airline and the allowance for meals for Director Policky, Chair Newell and Board Member Mitchell be covered at the Board’s expense. The motion was seconded by Mitchell. Motion carried with Mitchell, Kalkowski, Bain, Wilson and Newell voting aye.

Board took a break at 11:16 a.m.

Board meeting reconvened at 11:31 a.m.

Chair Newell asked to address #7 next on the agenda since Mr. Blake was in attendance. Mr. Blake addressed the Board assuring the Board that he would make himself available for meeting dates. The contract rate for legal representation would remain the same as originally

proposed for the new firm of Baylor Evnen and Mason would replace Mark as his assistant. With no further business or questions, Blake closed his presentation to the Board.

2. 2008 Renewal Fees and Forms

The Nebraska Real Property Appraiser Board reviewed the proposed 2008 fees and renewal forms as presented to the Board by Director Policky.

Proposed fees for 2008 new and renewal would be at the rate of \$175 for certified residential, certified general and license plus the \$25.00 federal registry fee. The fee for registered was proposed at a rate of \$100.00. The application fee is set by statute at \$150.00. Vice Chair Wilson felt that registered should have the same obligation as the remaining credentials. Chair Newell noted that the federal registry may increase. The motion should read in addition to the federal registry since we do not know if the federal registry fee will be increased at this time.

The Board addressed the reason for the basis of the proposed fee structure. The surplus availability of funds can be attributed to conservative spending in past year. The surplus is being consumed and will continue to be consumed at an even greater rate with the loss of the registered credential in 2012 and the implementation of the new 2008 criteria. The new criteria will limit drastically the number of applications for upgrade or new credentials until the entire spectrum of pre-requisite matrix courses are available.

Board Member Mitchell requested that the "Scope of Practice" parameters as set by statute be sent with each renewal form and with each pocket card that is issued to make sure that each credentialed appraiser understands what the 2008 "Scope of Practice" means for each credential. After two notices, the credentialed appraiser should understand and consider themselves informed.

Kalkowski moved to establish the renewal and new fee for 2008 for the certified general, certified residential and licensed credential at \$175 plus the federal registry fee and the renewal and new fee for 2008 for the registered at \$175 and the new fee for appraiser trainee at \$175.00. Vice Chair Wilson amended the motion to set the registered new and renewal fees and the appraiser trainee credential at \$200 or set at an amount equal to the other credentials as previously discussed. The amendment was seconded by Mitchell. Motion carried with Kalkowski, Bain, Mitchell, Wilson and Newell voting aye.

The renewal and new credentialing fee for the registered credential and new fee for the appraiser trainee was amended by Vice Chair Wilson to be set at \$200.00 or an amount equal to the other credentials. The motion as amended was seconded by Wilson. Motion carried with Bain, Mitchell, Wilson, Kalkowski and Newell voting aye.

3. Authorization to approve exam applicants:

Chair Newell explained that the four major components of the Criteria are continuing education, qualifying education, experience and examination. With the Board's adoption of the segmented application process, the applicant must be able to take and pass the required examination by December 31, 2007. Due to the time frame, the Board needs to consider allowing the Director to permit an applicant to take the examination upon completion of the education component. This process would be similar to that of the registered credential. Vice

Chair Wilson moved to authorize Director Policky to permit an applicant who meets the application and education requirements for the credential to sit for the exam. The notification would be sent after approval to each candidate. Director Policky would submit to the Board all applicants processed to ratify at the following meeting of the Board. The motion was seconded by Mitchell. Motion carried with Mitchell, Wilson, Bain, Kalkowski, and Newell voting aye.

4. Final 2008 budget approval:

The new 2008 Budget Status Report has been entered into the Nebraska Information System with every intention of being accurate and reflecting the requirements of the financial obligations of this Board and administration. A copy of the Budget Status Report is attached and considered part of these minutes. The final Budget Status Report requires official adoption by the Board. The proposed budget was actually developed in 2006 and therefore no adjustment of the appropriation or PSL change can be made. However, adjustments can be made to the remaining allocated funds for object code.

Board Member Mitchell moved to accept the Budget Status Report for 2008. The Motion was seconded by Bain. The motion carried with Board members Wilson, Bain, Kalkowski, Mitchell, and Newell voting aye.

5. Education collaborative offerings:

This was a request by the American Society of Farm Managers and Rural Appraisers to request approval of collaborative offerings by the Appraisal Institute, ASFMRA and the American Society of Appraisers. The prospect of merging the appraisal community has prompted the request. Chair Newell felt that until they officially merge and come under formal recognition that they should not be permitted to have approval for all three organizations under one umbrella.

Vice Chair Wilson moved to permit all three organizations to receive collaborative approval. The motion was seconded by Mitchell. The motion carried with Bain, Kalkowski, Mitchell, and Wilson voting aye. Chair Newell voted nay.

6. Format of experience log:

Chair Newell recommended that a comprehensive log needs to be approved. This will be necessary in order to be in compliance with the ASC Policy Statement 10. This will also allow the Board to select reports for verification. Chair Newell asked each member to consider this for the September meeting.

GENERAL PUBLIC COMMENTS

Jeanne McDonald was present and introduced herself to those in attendance requesting time to speak with the Board. Jeanne McDonald addressed the Board in reference to a law suit. Chair Newell thanked Ms. McDonald for her comments but would not address or comment on her statements at this time in accordance with the Open Meetings Act.

Chair Newell thanked the individuals who were in attendance at the meeting.

Board took a break at 12:15 p.m.

Board meeting reconvened at 12:56 p.m.

EDUCATION

Vice Chair Wilson moved to approve the following continuing education seminars:

1. Appraisal Institute:

On-Line /*Small Hotel/Motel: Limited-Service Lodging* – 7 hours/C2746-I

On-Line /*Feasibility, Mkt. Value, Investment Timing: Option Value* – 7 hours/C2225-I

Valuation of Conservation Easements – 33 hours/C2747

On-Line/*What Commercial Clients Would Like Appraisers to Know: How to Meet Their Expectations* – 7 hours/C2745-I

On-Line/*Introduction to International Valuation Standards* – 8 hours/C2744-I

On-Line/*Basic Appraisal Principles* – 28 hours/C2707-I

On-Line/*Basic Appraisal Procedures* – 28 hours/C2708-I

On-Line/*RE Finance, Statistics, & Valuation Modeling* – 14 hours/C2709-I

2. Nebraska Continuing Legal Education/State Bar Association:

2007 NCLE Annual Real Estate Seminar – 6 hours/C2737

3. The Moore Group:

On-Line/*Mortgage Fraud: A Dangerous Business* – 7 hours/C2742-I

Valuation by Comparison/Residential Analysis & Logic – 7 hours/C2741

On-Line/*FHA & VA Appraisal Basics* – 7 hours/C2743-I

4. McKissock, LP:

On-Line/*Private Appraisal Assignments* – 7 hours/C2738-I

5. Columbia Institute/Texas:

Scope of Work & Appraiser Due Diligence, No. 036 – 4 hours/C2749

National USPAP Update – 7 hours/C2701 (not the requested 8 hours)

FHA, the URAR and the 1025, No. 104 – 8 hours/C2750

Survey of the Cost Approach – 8 hours/C2752

6. Mid-West Appraisers Association

Appraising in a Foreclosure Market – 7 hours/C2751

The motion would also deny the on-line seminars from the Columbia Institute/Texas and deny the 8 hours requested for the Columbia Institute USPAP Update but approve the USPAP Update for the customary 7 hours. The denial was made for the on-line offerings because the requests lacked the appropriate materials for consideration. Hold on Number 6. The motion was seconded by Mitchell. Motion carried with Kalkowski, Bain, Mitchell, Wilson and Newell voting aye.

Board Member Mitchell moved to accept Mid-West Appraisers Association *Appraising in a Foreclosure Market* for 7 hours. The motion was seconded by Bain. The motion carried with Board members Kalkowski, Mitchell, Bain and Newell voting aye. Vice Chair Wilson abstained.

Mitchell moved to approve the new text as submitted by Trans-American Institute of Professional Studies from the Appraisal Institute for Q001 Basic Appraisal Principles and Q002 Basic Appraisal Procedures. The motion was seconded by Bain. Motion carried with Bain, Mitchell, Kalkowski, and Newell voting aye. Vice Chair Wilson abstained.

Vice Chair Wilson moved to approve the respective instructors for the seminars as they were approved. The motion would deny the respective instructors for the on-line courses from the Columbia Institute/Texas. The motion was seconded by Mitchell. Motion carried with Mitchell, Wilson, Kalkowski, Bain, and Newell voting aye.

1. Appraisal Institute:
 - David Lennhoff – “On-line/Small Hotel/Motel Valuation – Limited Services Lodging” C2745-I
 - Kenneth Lusht – “On-Line Feasibility Analysis, Market Value & Investment Timing: Option Value” C2225-I
 - Frank Harrison – “Valuation of Conservation Easements” C2747
 - Charles W. Rex III – “Valuation of Conservation Easements” C2747
 - Jim Amorin – “What Commercial Clients Would Like Appraisers To Know: How To Meet Their Expectations” C2745-I
 - Danny Wiley – “On/Line – Introduction to International Valuation Standards C2744-I
 - Richard Dubay – On-Line “Basic Appraisal Principles” C2707-I
 - Thomas Kirby – On-Line “Basic Appraisal Procedures CC2708-I
 - Dr. Kenneth Lusht – On-Line “Real Estate Finance, Statistics, and Valuation Modeling” C2709-I
2. The Moore Group:
 - Bradford Moore – On-Line “FHA & VA Appraisal Basics” C2743-I
 - Bradford Moore – On-Line “Mortgage Fraud: A Dangerous Business: C2742-I
 - Bradford Moore – “Residential Analysis & Logic” C2741
3. American Society of Farm Managers & Rural Appraisers:
 - Jeffrey Berg – “Appraising Agricultural Land in Transition” C2724
4. Nebraska Continuing Legal Education/Nebraska State Bar Association:
 - Jon Blunenthal, Esq.; Michael Matejka, Esq.; David C. Levy, Esq.; Kent Radke, Esq.; Scott Moore, Esq.; John Fisher, Ryan Zabrowski, John Jolley, Esq.; and Timothy Brouillette, Esq. – “2007 NCLE Annual Real Estate Seminar” C2737
5. McKissock, LP:
 - Charles Fisher – On-Line “Private Appraisal Assignments” C2738-I
6. The Columbia Institute:
 - Dr. George Harrison – “Scope of Work & Appraiser Due Diligence;” “National USPAP Update;” FHA, the URAR & the 1025;” “Survey of the Cost Approach;” “ URAR Report Form;” and “Residential Report Writing & Case Studies”

Martin Molloy - "Scope of Work & Appraiser Due Diligence;"
"National USPAP Update;" FHA, the URAR & the 1025;" "Survey of the
Cost Approach;" " URAR Report Form;" and "Residential Report Writing
& Case Studies"

Robert Hetrick - "Scope of Work & Appraiser Due Diligence;"
"National USPAP Update;" FHA, the URAR & the 1025;" "Survey of the
Cost Approach;" " URAR Report Form;" and "Residential Report Writing
& Case Studies"

Bernerd Boarnet - "Scope of Work & Appraiser Due Diligence;"
"National USPAP Update;" FHA, the URAR & the 1025;" and "Survey of
the Cost Approach."

Bryan Reynolds - "Scope of Work & Appraiser Due Diligence;"
"National USPAP Update;" FHA, the URAR & the 1025;" and "Survey of
the Cost Approach."

Diane Jacob - "Scope of Work & Appraiser Due Diligence;"
"National USPAP Update;" FHA, the URAR & the 1025;" and "Survey of
the Cost Approach."

Board Member Bain moved to accept Lynne Heiden, Barry Shea and Joe Wilson as instructors for Mid-West Appraisers Association seminar. The Motion was seconded by Mitchell. The motion carried with Board members Kalkowski, Mitchell, Bain and Newell voting aye. Vice Chair Wilson abstained.

Vice Chair Wilson moved that the Board go into executive session for the purpose of reviewing applicants for credentialing and enforcement. A closed session is clearly necessary to prevent needless injury to the reputation of the individual or individuals relating to the issuance of credentials to qualified applicants and to prevent necessary injury to the reputation of the individual or individuals relating to the alleged violation of performance in real property appraisal practice. The time on the meeting clock was 1:05. Bain seconded the motion. The motion carried with Wilson, Kalkowski, Bain, Mitchell and Newell voting aye. Chair Newell restated that the sole purpose of executive session was for the purpose of reviewing applications for credentialing and consideration of written complaints and disciplinary action.

Vice Chair Wilson moved to come out of executive session at 3:19 p.m. Board Member Bain seconded the motion. The motion carried with Kalkowski, Bain, Mitchell, Wilson and Newell voting aye.

Vice Chair Wilson moved to approve the following applicants:

Registered, Debra Hanesa, R831
Licensed, Rebecca Fetchner, L538
Certified Residential, Tyrone Scott, CR144; Karla Kirsch, CR148; James Edward Holtmeyer, CR151; Jeffrey Wilhelm, CR152; Michael Leggott, CR158; Mathew James Focht, CG414; Jill Bauermeister, CG416; James Daley, CG420; Robert Boetcher, CG425; and Kevin James, CG427 and to deny L530, CR146, CR156, and CR157, CG417.

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

Vice Chair Wilson moved to approve the following applicants: Mark Stanard, CG412 and Darrel Stanard, CG419. Board Member Mitchell seconded the motion. The motion carried with Bain, Kalkowski, Mitchell, and Wilson voting aye. Chair Newell abstained.

Board Member Mitchell moved to approve the following applicant: Troy Topolski, CR159. Board Member Kalkowski seconded the motion. The motion carried with Kalkowski, Mitchell, Bain, and Newell voting aye. Vice Chair Wilson abstained.

Vice Chair Wilson moved to approve the following applicant: Jeffrey Bain, CG 421. Board Member Mitchell seconded the motion. The motion carried with Mitchell, Wilson, Kalkowski, and Newell voting aye. Board Member Bain abstained.

Vice Chair Wilson moved to approve the following applicant: Kenneth Alford, CG423. Board Member Kalkowski seconded the motion. The motion carried with Wilson, Bain, Kalkowski, and Newell voting aye. Board Member Mitchell abstained.

Vice Chair Wilson moved to approve the following applicants to take the examination component: CR155, CR160, CR162, CG413, CG426, CG417, and CG429.

Vice Chair Wilson moved to take the following enforcement actions:

- 02-28 – Request appraisal be submitted to Board as requested.
- 06-16 – Formal complaint filed. Forward to legal counsel.
- 06-18 – Authorize Chair to sign Consent Agreement.
- 06-20 – Combine with new case #07-08. Reference to case will become 07-08.
Request log from 7/19/2005-7/18/2007.
- 06-21 – Dismiss.
- 07-01 – Consent Agreement completed. Close, publish and report to Federal Subcommittee.
- 07-04 – Letter indicating requirement complete mentoring program for 30 days.
- 07-05 – Combine with 07-17 making file reference to case #07-17 for both. Requested informal conference for Wednesday, September 19, 2007.
- 07-07 – File formal complaint.
- 07-08 – Board voted to combine case 06-20 and 07-08.
- 07-13 – Request experience log for previous year.
- 07-16 – Request experience log for last year.
- 07-17 – Combined cases 07-05 & 07-17 – Refer 07-17 for both cases.
- 07-18 – Request true copy appraisal report and workfile.
- 07-20 – Request experience log for previous two years within 10 days.
- 07-21 – Request true copy of appraisal report and workfile.
- 07-22 – Request true copy of appraisal report and workfile.

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

Next meeting date is September 20, 2007.

Vice Chair Wilson moved to adjourn the meeting. The time was 3:28. The motion was seconded by Board Member Bain and carried unanimously.

The meeting was adjourned at 3:28 p.m.

Respectfully submitted,

Kitty Policky, Director

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