

**NEBRASKA REAL PROPERTY APPRAISER BOARD
NRPAB OFFICE MEETING ROOM, FIRST FLOOR
NEBRASKA STATE OFFICE BUILDING
301 CENTENNIAL MALL SOUTH, LINCOLN, NE**

December 19, 2024 Meeting Minutes

A. OPENING

Chairperson Downing called to order the December 19, 2024 meeting of the Nebraska Real Property Appraiser Board at 9:02 a.m. by virtual conferencing in the Nebraska Real Property Appraiser Board meeting room located on the first floor of the Nebraska State Office Building, 301 Centennial Mall South, Lincoln, Nebraska.

B. NOTICE OF MEETING

Chairperson Downing announced the 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 email. Publication of official notice of the meeting appeared on the State of Nebraska Public Calendar found at www.nebraska.gov on December 12, 2024. The agenda was kept current in the Nebraska Real Property Appraiser Board office and on the Board's website. In accordance with the Open Meetings Act, at least one copy of all reproducible written material for this meeting, either in paper or electronic form, was available for examination and copying by members of the public. The material in paper form was available on the table in a public folder, and the material in electronic form was available on the Board's website in Public Meeting Material (https://appraiser.ne.gov/board_meetings/). A copy of the Open Meetings Act was available for the duration of the meeting. For the record, Board Members Bonnie Downing of Dunning, Nebraska; Cody Gerdes of Lincoln, Nebraska; Kevin Hermsen of Gretna, Nebraska; Rodney Johnson of Norfolk, Nebraska; and Derek Minshull of North Platte, Nebraska were present. Also present were Director Tyler Kohtz, Licensing Programs Manager, Karen Loll, and Education Program Manager Kashinda Sims, who are headquartered in Lincoln, Nebraska.

ADOPTION OF THE AGENDA

Chairperson Downing reminded those present for the meeting that the agenda cannot be altered twenty-four hours prior to the meeting except for emergency items according to the Open Meetings Act. Board Member Johnson moved to adopt the agenda. Board Member Hermsen seconded the motion. With no further discussion, the motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Board Member Gerdes moved that the Board go into executive session for the purpose of reviewing applicants for credentialing; applicants for appraisal management company registration; investigations; pending litigation, or litigation which is imminent as evidenced by communication of claim or threat of litigation; and employee performance evaluation. A closed session is clearly necessary to prevent needless injury to the reputation of those involved. Board Member Minshull seconded the motion. The time on the meeting clock was 9:05 a.m. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

Board Member Minshull exited the meeting at 10:10 a.m.

Board Member Gerdes moved to come out of executive session at 10:15 a.m. Board Member Johnson seconded the motion. The motion carried with Gerdes, Hermsen, Johnson, and Downing voting aye.

Board Member Minshull returned to the meeting at 10:16 a.m.

Break from 10:16 a.m. to 10:33 a.m.

G. WELCOME AND CHAIR'S REMARKS

Chairperson Downing welcomed all to the December 19, 2024 meeting of the Nebraska Real Property Appraiser Board, and thanked the Board and staff for their hard work and dedication during the past five years. Chairperson Downing also wished all current board members the best of luck moving forward and expressed belief that the Board is in good hands. Director Kohtz thanked Chairperson Downing for her leadership during the past year as the Board navigated some unusual circumstances. Chairperson Downing thanked the Director for the kind words. The Chairperson then recognized Roger Morrissey as the only member of the public in attendance.

H. NRPAB EMPLOYEE RECOGNITION AWARD

Director Kohtz brought attention to the completion of Chairperson Downing's term as the 3rd congressional district certified real property appraiser representative on the Board. Director Kohtz presented Chairperson Downing with a plaque in recognition of her service to the Board, and once again, thanked her for her service and leadership. Chairperson Downing responded that serving under the Board has been a good experience, and she expressed her gratitude for the Board Members, as she considered each and every one of them, both past and present, her friends and fellow mentors. Board Member Gerdes thanked Chairperson Downing for representing female appraisers in agriculture, and for helping make the profession better; the Board is not here to be law enforcement. Board Member Hermsen added that Chairperson Downing's leadership is exemplary and is glad that he is not following as the chairperson. Board Member Johnson declared that Chairperson Downing had been a good mentor to him and agreed with Board Member Gerdes that the Board is here to help better of the profession, not be law enforcement.

I. BOARD MEETING MINUTES

Chairperson Downing asked for any additions or corrections to the November 21, 2024 meeting minutes. With no discussion, Chairperson Downing called for a motion. Board Member Gerdes moved to approve the November 21, 2024 meeting minutes as presented. Board Member Johnson seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

J. DIRECTOR'S REPORT

1. REAL PROPERTY APPRAISER AND AMC COUNTS AND TRENDS

a. Real Property Appraiser Report

Director Kohtz presented nine charts outlining the number of real property appraisers as of December 19, 2024 to the Board for review. The Director reported that trends are stable and indicated that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

The Director then brought attention to the 2025-26 Appraiser Count Renewal Progress Report charts and informed the Board that, as of December 18, 2024, 385 real property appraiser credentials have been renewed out of 540 due; 49 renewal applications are currently pending. Seventy-two percent of all real property appraiser credentials have been renewed with nine percent pending. The Director informed the Board that the projected renewal rate for this fiscal year is eighty-nine percent. Director Kohtz asked for any questions or comments. There was no further discussion.

b. Temporary Real Property Appraiser Report

Director Kohtz presented three charts outlining the number of temporary credentials issued as of November 30, 2024 to the Board for review. The Director reported that trends are stable and indicated that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

c. Supervisory Real Property Appraiser Report

Director Kohtz presented two charts outlining the number of supervisory real property appraisers as of December 19, 2024 to the Board for review. The Director reported that trends are stable and indicated that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

d. Appraisal Management Company Report

Director Kohtz presented two charts outlining the number of AMCs as of December 19, 2024 to the Board for review. The Director reported that number of registered AMCs have declined by two since the last board meeting. Director Kohtz asked for any questions or comments. There was no further discussion.

2. DIRECTOR APPROVAL OF APPLICANTS

a. Real Property Appraiser Report

Director Kohtz presented the Real Property Appraiser Report to the Board for review showing real property appraiser applicants approved for credentialing by the Director, and the real property appraiser applicants approved to sit for exam by the Director, for the period between November 13, 2024 and December 10, 2024. The Director indicated that he had no specific comments.

b. Education Activity and Instructors Report

Director Kohtz presented the Education Activities and Instructors Report to the Board for review showing education activities and instructors approved by the Director for the period between November 13, 2024 and December 10, 2024. Director Kohtz asked for any questions or comments. There was no further discussion.

3. 2024-25 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS

Director Kohtz presented the 2024-25 NRPAB Goals and Objectives and SWOT Analysis to the Board for review and provided a status update. The Director brought attention to the goal to work with the Banking, Commerce, and Insurance Legislative Committee's Legal Counsel to draft a bill for introduction to add language to the Real Property Appraiser Act and the Appraisal Management Company Registration Act allowing the use of a conditional dismissal in lieu of disciplinary action under the Laws, Rules, and Guidance Documents section and reported that REQ00112 and REQ00113 are ready for three-parting and introduction by Senator Dungan within the first week of the Legislative Session. The Director then turned the Board's attention to the goal to adopt Title 298 changes to harmonize Title 298 with the changes made to the Nebraska Real Property Appraiser Act and Appraisal Management Company Registration Act in 2024, address the Board's PAVE Dashboard regulations review, add fee schedule, and incorporate changes made to the Real Property Appraiser Qualification Criteria Effective January 1, 2026 and CAP Guidelines effective September 17, 2023 and informed the Board that the public hearing for the Title 298 updates has been set for February 20, 2025. Finally, the Director guided the Board to the Compliance goal to obtain a second Special Assistant Attorney General for compliance matters and remarked that an agreement is ready for the Board's approval and the Chairperson's signature. Chairperson Downing thanked Director Kohtz for the update.

K. FINANCIAL REPORT AND CONSIDERATIONS

1. APPROVAL OF NOVEMBER RECEIPTS AND EXPENDITURES

The receipts and expenditures for November were presented to the Board for review in the agency Budget Status Report. Director Kohtz brought attention to the Overtime Payments expense of \$1,268.04 and reported that EPM Sims and LPM Loll were each allotted up to ten hours of overtime upon request. The twenty hours of overtime and temporary employee Rachel Espinosa's twenty hour per week make up the difference for being short staffed by one regular employee. The Director then guided the Board to the Data Processing Expense of \$175.76 and reported that due to a discrepancy on the CIO IMS billing for October, the bill was not paid in November. The issue was resolved this month and will appear in the December Budget Status Report. The Director led the Board's attention to the Publication & Print Expense of \$658.92 and reported the majority includes the quarterly copier services expense for the months of July through September. Director Kohtz then brought attention to the overall travel expense of \$3,101.48 and reported that the total includes the Director's travel for the Fall AARO Conference. The costs associated with the AARO Conference are to be reimbursed through the federal grant. Director Kohtz reported the overall expenditures for the month of November totaled \$31,539.74, and the year-to-date expenditures for the fiscal year are \$190,409.30, which amounts to 36.86 percent of the budgeted expenditures for the fiscal year; 41.92 percent of the fiscal year has passed.

Director Kohtz then guided the Board's attention to revenues; specifically, the AMC Registered New Fees revenues of \$2,000.00 for the month of November and remarked that this account is currently 150 percent of the projected revenue for the fiscal year. The Director remarked that both appraiser and AMC renewal revenues are right on pace for this time of the year. The overall revenues for the month of November were \$94,470.15, and the year-to-date revenues for the fiscal year of \$206,052.34, which amounts to 54.80 percent of projected revenues. Director Kohtz reiterated that 41.92 percent of the fiscal year has passed.

The Director Kohtz brought attention to the Budget Status Report for the Appraiser Fund and AMC fund. The Director reported that the Real Property Appraiser Fund expenditures for the month of November totaled \$21,189.19, and the year-to-date expenditures for the fiscal year are \$126,527.09, which amounts to 36.11 percent of the budgeted expenditures for the fiscal year. The Real Property Appraiser Fund revenues were \$72,181.81 for November, and the year-to-date revenues for the fiscal year are \$153,692.27, which amounts to 58.70 percent of projected revenue for the fiscal year. Director Kohtz then reported that the AMC Fund expenditures for the month of November totaled \$10,350.55, and the year-to-date expenditures for the fiscal year are \$63,882.21, which amounts to 38.42 percent of the budgeted expenditures for the fiscal year. The AMC Fund revenues were \$22,288.34 for November, and the year-to-date for the fiscal year are \$52,360.07, which amounts to 45.86 percent of projected revenue for the fiscal year.

Director Kohtz guided the Board to the MTD General Ledger Detail report for the month of November and remarked that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

Director Kohtz then finished by presenting four graphs showing expenses, revenues, and cash balances. The Director noted overall expenditures of \$31,539.74 and revenues of \$94,470.15 for the November Real Property Appraiser program, which includes both the Appraiser Fund and the AMC Fund. Director Kohtz once again reported that the Real Property Appraiser Fund expenditures totaled \$21,189.19, the Real Property Appraiser Fund revenues totaled \$72,181.81, the AMC Fund expenditures totaled \$10,350.55, and the AMC revenues totaled \$22,288.34. The Director stated that the cash balance for the AMC Fund is \$319,611.93, the Appraiser Fund is \$429,750.95, and the overall cash balance for both funds is \$749,362.88. Director Kohtz asked for any questions or comments. There was no further discussion.

Board Member Gerdes moved to accept and file the November financial reports for audit. Board Member Minshull seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With no discussion, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

2. ASC GRANT REPORT

Director Kohtz reported that there is no ASC Grant update. There was no further discussion.

3. PER DIEMS

Director Kohtz informed the Board that he had no per diem requests for this meeting and asked if any board members had a request for the Board to consider. There was no further discussion.

L. GENERAL PUBLIC COMMENTS

Chairperson Downing asked for any public comments. With no public comments, Chairperson Downing moved on to Education.

M. EDUCATION: No discussion.

N. UNFINISHED BUSINESS

1. BOARD MEMBER COMMUTING/TRAVEL STATUS

Director Kohtz reported that there was no update for this agenda item.

2. BUSINESS PROGRAMS MANAGER POSITION

Director Kohtz reported that Colby Falls will start the week after the December 19, 2024 board meeting as a temporary employee through the SOS program. If all goes well, he would be the most qualified candidate to fill the permanent opening.

3. OPEN 3RD CONGRESSIONAL DISTRICT CERTIFIED REAL PROPERTY APPRAISER REPRESENTATIVE

Director Kohtz brought attention to the Board's 3rd Congressional District Certified Real Property Appraiser Representative opening and reported that he has no update. Chairperson Downing asked if there were any additional applicants. The Director responded that there were none that he was made aware of. There was no further discussion.

O. NEW BUSINESS

1. SPECIAL ASSISTANT ATTORNEY GENERAL SERVICES AGREEMENT WITH JIM TITUS AND ERIC KNUTSON OF PEETZ, KOERWITZ, AND LAFLUER, PC LLO

Director Kohtz presented a Special Assistant Attorney General Services Agreement with Jim Titus and Eric Knutson of Peetz, Koerwitz, and Lafluer, PC LLO to the Board for consideration. Board Member Johnson moved to approve the Special Assistant Attorney General Services Agreement with Jim Titus and Eric Knutson. Board Member Gerdes seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

P. LEGISLATIVE REPORT AND BUSINESS

1. NEBRASKA REAL PROPERTY APPRAISER ACT UPDATE

Director Kohtz reported that Senator Dungan has agreed to sponsor REQ00112_September 24, 2024. Senator Dungan is planning to combine both requisition drafts into one bill that is scheduled for introduction on the first or second day of the 2025 legislative session. The Director asked for any questions or comments. There was no further discussion.

2. NEBRASKA APPRAISAL MANAGEMENT COMPANY REGISTRATION ACT UPDATE

Director Kohtz reported that Senator Dungan has agreed to sponsor REQ00113_September 24, 2024. The Director once again indicated that Senator Dungan is planning to combine both requisition drafts into one bill. The Director asked for any questions or comments. There was no further discussion.

3. TITLE 298 UPDATE

Director Kohtz reported that the Governor's Office, the Secretary of State's Office, the Attorney General's Office and the Executive Board of the Legislature have been notified that the public hearing for changes to Title 298 will be held on February 20, 2025. All submission requirements under the Nebraska Administrative Procedure Act have also been met. Chairperson Downing thanked the Director for his hard work preparing the draft. There was no further discussion.

4. OTHER LEGISLATIVE MATTERS: No discussion.

Q. ADMINISTRATIVE BUSINESS: No discussion.

R. OTHER BUSINESS

1. BOARD MEETINGS

a. 2025 NRPAB Calendar

Director Kohtz presented the 2025 NRPPAB Calendar to the Board for consideration. The Director informed the Board that meeting dates, the AARO conference dates, beginning of the State's fiscal year, the beginning and end date of the legislative session, and State holidays are all color coded. Director Kohtz reminded the Board that the meeting dates are tentative and may change. The Director then turned the Board's attention to the holiday of Juneteenth on June 19, 2025, which lands on the usual Board meeting date, and informed the Board that June 18, 2025 is listed as the tentative meeting date for June. The Director indicated that, since strategic planning is around the same time, the Board will determine the exact dates for both meetings as the time nears. Director Kohtz asked for any questions. With no discussion, Chairperson Downing asked for a motion to approve the 2025 NRPAB Calendar. Board Member Hermsen moved to approve the 2025 NRPAB Calendar as presented. Board Member Johnson seconded the motion. Chairperson Downing recognized the motion and asked for any discussion. With none, Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

2. CONFERENCES/EDUCATION

a. Kohtz Participation in RMAA State and National Update; December 10, 2024

Director Kohtz announced his gratitude to the Rocky Mountain Appraiser Association for extending an invitation to give an update on issues faced by the Board, legislative changes, compliance, and appraiser and AMC counts. The two-hour session closed with questions and answers from the roughly 100 in attendance. The Board thanked the Director for his participation in this event.

3. **MEMOS FROM THE BOARD:** No discussion.

4. **QUARTERLY NEWSLETTER:** No discussion.

5. **APPRAISAL SUBCOMMITTEE**

a. **ASC Proposed Rules on Enforcement Authority Regarding the Effectiveness of State Appraiser and Appraisal Management Company Regulatory Programs**

Director Kohtz presented the ASC proposed rules on enforcement authority regarding the effectiveness of state Appraiser and Appraisal Management Company regulatory programs to the Board for review and reported that the ASC invites comment on a proposed rule to implement a framework to govern the ASC's enforcement authority regarding the effectiveness of Appraiser and AMC Programs overseen by State Appraiser Regulatory Agencies. The proposed rule would codify the existing compliance review process with modifications, and would require an analysis to assess program effectiveness, outline requirements for maintaining effective programs, and authorize the ASC to bring enforcement actions against such agencies that fail to maintain effective programs. The Director then noted that a large part of the proposed rules is codifying the Appraisal Subcommittee's Policy Statements into the rules. The ASC is also expanding its compliance capabilities. Under the proposed rules, the ASC would be able to enter into consent agreements with states, which the Director noted is questionable as he is not sure what that would entail. The ASC would also be able to suspend a state program; however, the process for suspension, although extremely rare, would include a formal hearing. The Director asked for any questions or comments. Chairperson Downing thanked the Director for the information regarding the proposed rules. There was no further discussion.

b. **ASC September 25, 2024 Meeting Minutes**

Director Kohtz presented the ASC September 25, 2024 Meeting Minutes to the Board for review. The Director guided the Board to page R. 28 and noted that, under the header "Grants Program", it states that Round 2 grants will be awarded in the first quarter of FY25. Director Kohtz remarked that he met informally with the Grants Administrator at the fall AARO Conference and was told that the Board's request for the grant meets the requirements. There was no further discussion.

6. **THE APPRAISAL FOUNDATION**

a. **TAF December Newsletter**

Director Kohtz presented The Appraisal Foundation's December Newsletter to the Board for review and reported that he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

b. **TAF State Regulator Newsletter**

Director Kohtz presented The Appraisal Foundation's State Regulator Newsletter to the Board for review and reported he had no specific comments. The Director asked for any questions or comments. There was no further discussion.

c. BOT Public Meeting: May 14-16, 2025 – Cincinnati, OH

Director Kohtz reported that The Appraisal Foundation's Board of Trustees public meeting will be held on May 14-16, 2025 in Cincinnati, Ohio. The Director informed the Board he had no specific comments and asked for any questions or comments. There was no further discussion.

d. ASB Public Meeting: February 13, 2025 – Virtual

Director Kohtz reported the TAF Appraisal Standards Board's next public meeting will be held virtually on February 13, 2025. The Director informed the Board that he had no specific comments and asked for any questions or comments. There was no further discussion.

e. AQB Public Meeting: April 10, 2025 – Virtual

Director Kohtz reported the TAF Appraiser Qualifications Board's next public meeting will be held virtually on April 10, 2025. The Director informed the Board he had no specific comments and asked for any questions or comments. There was no further discussion.

7. ASSOCIATION OF APPRAISER REGULATORY OFFICIALS: No discussion.

8. IN THE NEWS: No discussion.

C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER

The Board reviewed applicants CR2021007R, CR23013, CR24010, and CG23036. Chairperson Downing asked for a motion on CR23013, CG23036, and CR2021007R.

Board Member Gerdes moved to take the following action:

CR23013 / Approve to sit for exam and authorize director to issue credential as a certified residential real property appraiser upon providing evidence of successful completion of the national uniform licensing and certification examination and providing necessary fees.

Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and called for a vote. Motion carried with Gerdes, Hermsen, Johnson, Minshull and Downing voting aye.

Board Member Gerdes moved to take the following action:

CG23036 / Send the submitted Wisner, Nebraska report and workfile, and the Cedar, Dixon, Wayne County report and workfile for USPAP Compliance Review.

Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and called for a vote. Motion carried with Gerdes, Hermsen, Johnson, Minshull and Downing voting aye.

Board Member Gerdes moved to take the following action:

CG2021007R / File grievance and open Investigation 24-10 for alleged violation of Neb. Rev. Stat. §76-2238(2).

Board Member Hermsen seconded the motion. Chairperson Downing recognized the motion and called for a vote. Motion carried with Gerdes, Hermsen, Johnson, Minshull and Downing voting aye.

The Board discussed the real property appraiser renewal applications received at the Board's office after November 30, 2024. Board Member Hermsen moved to authorize agency staff to approve all 2025-26 Applications for Renewal of Nebraska Real Property Appraiser Credential received at the Board's office, postmarked or date-stamped after November 30, 2024 through June 30, 2025, if all requirements for renewal are met by the applicant. Board Member Minshull seconded the motion. Motion carried with Hermsen, Johnson, Minshull, and Downing voting aye. Board Member Gerdes abstained.

D. REGISTRATION AS AN APPRAISAL MANAGEMENT COMPANY: No discussion.

E. COMPLIANCE: No discussion.

F. OTHER EXECUTIVE SESSION ITEMS

1. GENERAL

a. 2024.19

The Board reviewed the appraisal report provided by the Fannie Mae Loan Quality Center and concluded there were no substantial errors or omissions which lead to non-credible assignment results or USPAP violations; however, the real property appraiser does need to be made aware of the issues that Fannie Mae brought attention to as they could become a problem in the future. Board Member Gerdes moved to issue a written advisory directing the real property appraiser to take notice of the issues identified by Fannie Mae in the attached Fannie Mae Loan Quality Center LQC State Tips document. Board Member Hermsen seconded the motion. Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

b. 2024.20

The Board reviewed a matter in which a Nebraska real property appraiser failed to complete the 7-Hour USPAP Update Course at least once every two years as required by Neb. Rev. Stat. 76-2236(2) for a second time. Board Member Gerdes moved to approve the 2025-26 Application for Renewal of Nebraska Real Property Appraiser Credential and issue a written advisory to inform the real property appraiser of the requirement to complete the 7-Hour USPAP Update Course at least once every two years and that the next 7-Hour USPAP Update Course is due before January 1, 2026. If the real property appraiser fails to submit evidence of the successful completion of the 7-Hour USPAP Update Course in a timely manner, this matter will go before the Board for consideration. The written advisory is to be sent via certified mail. Board Member Hermsen seconded the motion. Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

c. 2024.21

The Board reviewed a request for an individualized program of continuing education that includes the Board's acceptance of a specific education activity offered by a specific education provider, not approved by the Board for continuing education at the time of completion. In accordance with Neb. Rev. Stat. § 76-2236(4), Board Member Gerdes moved to adopt an individualized program of continuing education for the 2024-2025 continuing education period for the requestor as follows:

- Up to seven Continuing Education hours of continuing education may be awarded for completion of a 7-Hour National USPAP Continuing Education Course not approved by the Board under 298 NAC Chapter 6 at the time the education activity was completed, if such education activity was advertised publicly by education provider as accepted by the Board in violation of Neb. Rev. Stat. § 76-2238(21), and the education activity was approved through the TAF Appraiser Qualifications Board's Course Approval Program at the time of completion, if evidence is provided that such education activity was satisfactorily completed during the first year of the two-year continuing education period.
- Except for the individualization of continuing education as stated, all provisions of Neb. Rev. Stat. § 76-2236 shall apply.

Board Member Minshull seconded the motion. Chairperson Downing called for a vote. The motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye.

S. ADJOURNMENT

Board Member Gerdes moved to adjourn the meeting. Board Member Minshull seconded the motion. Motion carried with Gerdes, Hermsen, Johnson, Minshull, and Downing voting aye. At 11:15 a.m., Chairperson Downing adjourned the December 19, 2024 meeting of the Nebraska Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz
Director

These minutes have been made available for public inspection on January 3, 2025, in compliance with Nebraska Revised Statute §84-1413 (5).