

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

**May 21, 2026 Meeting Minutes**

**A. OPENING**

Chairperson Hermsen called to order the May 21, 2026 meeting of the Nebraska Real Property Appraiser Board at 9:00 a.m. 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 Hermsen 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](http://www.nebraska.gov) on May 14, 2026. 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/](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 Kevin Hermsen of Gretna, Nebraska; Rodney Johnson of Norfolk, Nebraska; Derek Minshull of North Platte, Nebraska; Adam Batie of Kearney, Nebraska; and Lori Johnson of Lincoln, Nebraska were present. Also present were Director Tyler Kohtz, Licensing Programs Manager Karen Loll, Education Program Manager Kashinda Sims, and Business Programs Manager Colby Falls, who are headquartered in Lincoln, Nebraska.

**ADOPTION OF THE AGENDA**

Chairperson Hermsen reminded those present for the meeting that the agenda cannot be altered twenty-four hours prior to the meeting except for emergency items in accordance with the Open Meetings Act. Board Member Minshull moved to adopt the agenda as presented. Board Member Batie seconded the motion. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

Board Member R. Johnson moved that the Board enter executive session for the purpose of reviewing applicants for credentialing; applications 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 9:02 a.m. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

Board Member R. Johnson moved to exit executive session at 9:51 a.m. Board Member Minshull seconded the motion. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

Break from 9:52 a.m. to 9:59 a.m.

## **G. WELCOME AND CHAIR'S REMARKS**

Chairperson Hermsen welcomed all to the May 21, 2026 meeting of the Nebraska Real Property Appraiser Board. Hermsen acknowledged Roger Morrissey as the only member of the public in attendance.

## **H. BOARD MEETING MINUTES**

### **1. APPROVAL OF April 16, 2026 MEETING MINUTES**

Chairperson Hermsen asked for any additions or corrections to the April 16, 2026 regular meeting minutes. With no discussion, Chairperson Hermsen called for a motion. Board Member Minshull moved to approve the April 16, 2026 regular meeting minutes as presented. Board Member L. Johnson seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

## **I. DIRECTOR'S REPORT**

### **1. REAL PROPERTY APPRAISER AND AMC COUNTS AND TRENDS**

#### **a. Real Property Appraiser Report**

Director Kohtz presented seven charts outlining the number of real property appraisers as of May 21, 2026 to the Board for review. The Director reported that trends remain stable and indicated that he had no specific comments. Director Kohtz then 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 April 30, 2026 to the Board for review. The Director reported that trends remain stable and indicated that he had no specific comments. Board Member Minshull asked for the difference in the numbers between the "Temporary Real Property Appraiser Credentials Issued by Calendar Year – Five Year Trend" report and the "Year-to-Date Temporary Real Property Appraiser Credentials Issued – Five Year Trend" report. Director Kohtz explained that the Temporary Real Property Appraiser Credentials Issued by Calendar Year – Five Year Trend report shows the total number of temporary real property appraiser credentials issued for each calendar year for the five -period. Since the current year is in progress, the number reflects those issued through April of 2026. The Year-to-Date Temporary Real Property Appraiser Credentials Issued – Five Year Trend report shows the number of temporary real property appraiser credentials issued through the month of April for each calendar year; the numbers for all five years will increase each month. Board Member Minshull thanked the Director for the information. Director Kohtz then asked for any other questions or comments. There was no further discussion.

**c. Supervisory Real Property Appraiser Report**

Director Kohtz presented two charts outlining the number of registered supervisory real property appraisers as of May 21, 2026 to the Board for review. The Director reported that trends remain stable and indicated that he had no specific comments. Director Kohtz then 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 May 21, 2026 to the Board for review. The Director reported that trends remain stable and indicated that he had no specific comments. Director Kohtz then 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 for the period between April 8, 2026 and May 12, 2026. The Director indicated that he had no specific comments and asked for any questions or comments. There was no further discussion.

**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 April 8, 2026 and May 12, 2026. The Director indicated that he had no specific comments and asked for any questions or comments. There was no further discussion.

**3. 2025-26 NRPAB GOALS AND OBJECTIVES + SWOT ANALYSIS**

Director Kohtz presented the 2025-26 NRPAB Goals and Objectives and SWOT Analysis to the Board for review. The Director brought attention to the goal to adopt Title 298 changes to implement the Real Property Appraiser Qualification Criteria Effective January 1, 2026 for real property appraisers credentialed prior to January 1, 2026 that upgrade to a higher classification after January 1, 2026 and to implement the CHRC Fee changes as increased by the Nebraska State Patrol under Laws, Rules, and Guidance Documents section and reported that the adopted changes to Title 298 were approved by the Governor's office on May 19, 2026. The Director then reported that the goal to reach out to Nebraska community colleges with real estate degree programs to gauge interest in obtaining AQB CAP Approval under the Education section is completed and informed the Board that Education Program Manager Kashinda Sims will provide a summary under New Business.

## **J. FINANCIAL REPORT AND CONSIDERATIONS**

### **1. MARCH FINANCIAL REPORT**

The receipts and expenditures for April were presented to the Board for review in the Budget Status Report. The Director brought attention to the “Personal Service Subtotal” in the amount of \$29,093.78, and the “Major Account 510000 Totals” in the amount of \$39,772.59, and informed the Board that salary and benefit expenditures are higher than normal due to three pay periods in the month of April. The Director then moved to “CIO Charges” expense in the amount of \$5,777.33 and indicated that \$4,092.00 of this expenditure was used to carry enhancements developed during temporary and reciprocity application and interface projects forward to the AMC Interface in the NRPAB Database. Board Member Minshull asked if grant funds could have been utilized to make these enhancements to the AMC Interface. Director Kohtz explained that because the projects included in the grant application are specific as required by the ASC, grant funds could only be used for work that fits within the scope for those specific projects. The Director added that during development, grant funding was used to address issues identified that were not specifically included with the original project language, but are an integral part of the project’s scope. Director Kohtz noted that this came up a few times during the temporary and reciprocity application projects. In those instances, he would discuss the issue with the ASC Grants Administrator to determine if it would fit under the scope of the project as approved. Unfortunately, when the grant application was submitted, there was no way to know that these enhancements would exist or be compatible with the AMC Interface. Board Member Minshull thanked the Director for the information. The Director then reported that the overall expenditures for the month of April were \$51,190.51, and the year-to-date overall expenditures for the fiscal year are \$384,079.28, which amounts to 74.14 percent of the budgeted expenditures for the fiscal year; 83.29 percent of the fiscal year has elapsed.

Next, Director Kohtz brought the Board’s attention to revenues and indicated that he had no comments on any specific revenues for the month. The Director then reported that the overall revenues for the month of April totaled \$17,228.35, and year-to-date revenues for the fiscal year are \$378,121.37, which amounts to 98.11 percent of the projected revenues for the fiscal year. The Director reiterated that 83.29 percent of the fiscal year has passed. Board Member Minshull asked whether the agency will exceed the projected revenues for the fiscal year. Director Kohtz responded that the revenues will certainly exceed projections. In addition, expenditures are still tracking to finish below the projected expenditures for the fiscal year. If the expenditures and revenues for the fiscal year finish at the current pace, the fund balance reduction will be significantly less than what was discussed during the 2025 strategic planning meeting.

Director Kohtz continued to the Budget Status Report for the Real Property Appraiser Fund and AMC Fund and reported that the Real Property Appraiser Fund expenditures for the month of April totaled \$31,538.07, and the year-to-date expenditures for the fiscal year are \$252,940.99, which amounts to 71.55 percent of the budgeted expenditures for the fiscal year. The Real Property Appraiser Fund revenues were \$4,793.78 for April, and the year-to-date revenues for the fiscal year are \$253,975.37, which amounts to 98.87 percent of the projected revenues for the fiscal year.

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Director Kohtz then reported that AMC Fund expenditures for the month of April totaled \$19,652.44, and the year-to-date expenditures for the fiscal year are \$131,138.29, which is 79.69 percent of the budgeted expenditures. The AMC Fund revenues totaled \$12,434.57 for April, and the year-to-date revenues for the fiscal year are \$124,146.00, which amounts to 96.59 percent of the projected revenues for the fiscal year. The Director asked if there were any questions or comments regarding the Budget Status Report. There was no further discussion.

Director Kohtz presented the MTD General Ledger Detail Report for the month of April and reported that he had no specific comments. Director Kohtz asked for any questions or comments. There was no further discussion.

Director Kohtz presented four graphs illustrating expenses, revenues, and cash balances. The Director noted overall expenditures of \$51,190.51 and revenues of \$17,228.35 for the month of April for the Real Property Appraiser Program, which includes both the Appraiser Fund and the AMC Fund. Director Kohtz then brought the Board's attention to the NRPAB Twenty-Five Month Expenses/Revenues by Program graph and reiterated that Real Property Appraiser Fund expenditures totaled \$31,538.07, Real Property Appraiser Fund revenues totaled \$4,793.78, AMC Fund expenditures totaled \$19,652.44, and AMC Fund revenues totaled \$12,434.57 for April. The Director finished by reporting that the cash balance for the AMC Fund is \$193,652.88, the cash balance for the Appraiser Fund is \$217,871.31, and the overall cash balance for both funds is \$411,524.19.

Chairperson Hermsen asked for a motion on the April financial reports. Board Member Minshull moved to file the April financial reports for audit. Board Member Batie seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

## **2. ASC SARAS GRANT REPORT**

Director Kohtz presented the Budget Status Report for the SARAS Grant Fund to the Board for review and reported that the SARAS Grant Fund expenditures for the month of April totaled \$3,789.75, and the year-to-date expenditures for the fiscal year are \$64,994.08, which amounts to 53.06 percent of the budgeted expenditures for the fiscal year. Director Kohtz informed the Board that development on the online education applications and NRPAB Database Education Interface is currently in progress and a significant increase in SARAS Grant Fund expenditures is expected next month. Director Kohtz asked for any questions or comments. There was no further discussion.

Director Kohtz presented the April General Ledger Detail Report for the SARAS Grant Fund. The Director indicated that he had no specific comments and asked for any questions or comments. There was no further discussion.

Chairperson Hermsen asked for a motion on the April SARAS Grant Fund financial reports. Board Member R. Johnson moved to file the April SARAS Grant Fund financial reports for audit. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**3. APPROVAL OF FY2026-27 FEE SCHEDULE AND DIRECTOR AUTHORIZATION TO AMEND ALL APPLICATIONS**

Director Kohtz presented the proposed FY2026-27 Fee Schedule to the Board for consideration. The Director noted the draft includes fee changes that will take effect July 1, 2026 as stated in Title 298. Director Kohtz then requested authorization to amend all applications with fee changes as stated in Title 298. Board Member Batie moved to approve the FY2026-27 Fee Schedule as presented, effective July 1, 2026 and authorize Director to amend all applications with fee changes effective July 1, 2026. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**4. ADOBE ACROBAT PRO AND ADOBE INDESIGN LICENSES**

Director Kohtz presented a quote to the Board for consideration from SHI for one Adobe Creative Cloud, one Adobe Acrobat Pro, one Adobe InDesign, and one Adobe Dreamweaver subscription. The Director informed the Board that staff is currently using Adobe Acrobat 2017 which is no longer supported by Adobe. The Adobe Acrobat 2017 is a standalone license, so he wanted to wait as long as possible before switching to a subscription. Due to the lack of support and the lack of functionality enhancements needed today, now is the time to make the upgrade. In addition, Microsoft Publisher, which is used for The Nebraska Appraiser newsletter, is being retired in September and InDesign appears to be the most stable replacement. Director Kohtz informed the Board that he was looking for the most cost-effective way to obtain the functionality needed by the agency through the subscriptions, which is why Creative Cloud and Dreamweaver appear on the quote. The Director indicated that the most cost-effective option is to maintain the current Dreamweaver subscription and add Adobe Acrobat Pro and InDesign. Currently, all staff members use Adobe Acrobat daily and will require individual subscriptions. Only one subscription is needed for Adobe InDesign. As is the case with Adobe Dreamweaver, one person would utilize this program at a time. Because the subscription can be utilized on up to five computers, staff will use a generic agency account to access Dreamweaver and InDesign. The Director then requested approval for four subscriptions of Acrobat Pro and one subscription of InDesign. Chairperson Hermsen asked for any discussion. Board Member Minshull asked if the Adobe Acrobat subscription would include all available functionality. Director Kohtz confirmed that staff will have the full Adobe Acrobat Pro with all available functions. Chairperson Hermsen called for a motion. Board Member L. Johnson moved to approve purchase of four Adobe Acrobat Pro subscriptions and one InDesign subscription. Board Member Batie seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

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Director Kohtz informed the Board that he does not plan to bring back the subscriptions for approval each year, but like with Dreamweaver, will continue to renew the subscription as part of the base budget. The Board agreed that this is reasonable.

**5. PER DIEMS:** No discussion.

**K. GENERAL PUBLIC COMMENTS**

Chairperson Hermsen asked for any public comments. With none, Chairperson Hermsen moved on to Education.

**L. EDUCATION**

**1. NEW CONTINUING EDUCATION ACTIVITIES**

**a. 2262220.02: Appraisal Institute – “Online Valuation Bias and Fair Housing Laws and Regulations”**

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for Appraisal Institute titled, "Online Valuation Bias and Fair Housing Laws and Regulations" (Activity #2262220.02). EPM Sims explained that upon review of the application, the education provider requested that the activity be submitted for approval as 'Other.' If the intent of the submission is for the Fair Housing and Valuation Bias Laws and Regulations Course, this option should be selected on the application. Additionally, the delivery mechanism approval was identified on the application as received through The Appraiser Qualifications Board of The Appraisal Foundation ("AQB"); however, a document for IDECC delivery mechanism approval was included with the application. The AQB Course Approval document does not include delivery mechanism approval. While the IDECC document included with the application appears to satisfy this requirement, it is unclear as to what the education provider's intent is. There is also a discrepancy between the hours shown on the IDECC document and the AQB Course Approval document. A discussion took place regarding potential resolutions for this application. Upon conclusion of the discussion, Chairperson Hermsen asked Director Kohtz for proposed language for activity #2262220.02.

Director Kohtz presented the following proposed language:

**Authorize Director to approve education activity upon receipt of updated application identifying delivery mechanism approval and approve individualized program of continuing education requests to complete the Appraisal Institute's asynchronous 7-Hour Valuation Bias and Fair Housing Laws and Regulations Continuing Education Course.**

Board Member R. Johnson moved the proposed language as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**b. 2261430.01: ASFMRA – “Mastering the Consultant and Expert Witness Role”**

EPM Sims presented an Agenda Item Summary to the Board concerning an Application for Approval as a Continuing Education Activity in Nebraska for ASFMRA titled, " Mastering the Consultant and Expert Witness Role " (Activity #2261430.01). EPM Sims explained that upon review, the application lists Matt Gunderson as one of three instructors for this activity. Gunderson's qualification as an instructor is identified by the education provider as holding a bachelor's degree in any field and having at least three years of experience directly related to the subject matter to be taught. Based on the activity description and learning objectives received with the application, it does not appear that Gunderson meets the three years of experience directly related to the subject matter to be taught. Director Kohtz informed the Board that he was not comfortable approving the application with Gunderson included as the activity's focus is on providing expert testimony, but Gunderson's resume submitted with the application does not indicate any such experience. The Director guided the Board to page L.32 and indicated that under "Gunderson Enterprises, Inc. LLC." It states, "Founded and operate multiple diversified agricultural, seedstock livestock and consulting enterprises." It is possible that he may have provided expert testimony under this consulting work, but it is not clear. Board Member Batie asked if ASFMRA could provide more information regarding Gunderson's qualifications. Director Kohtz indicated that this could be done. Chairperson Hermsen asked Director Kohtz for proposed language.

Director Kohtz presented the following proposed language:

**Authorize Director to approve education activity upon receipt of justification of instructor qualifications.**

Board Member R. Johnson moved the proposed language as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**M. UNFINISHED BUSINESS**

- 1. 500 SOUTH 16TH STREET DOL BUILDING RELOCATION:** No discussion.

**N. NEW BUSINESS**

- 1. REVIEW OF NEBRASKA COMMUNITY COLLEGE REAL ESTATE DEGREE PROGRAMS FOR POTENTIAL AQB APPROVAL**

EPM Sims presented a Memo to the Board regarding review of Nebraska college real estate degree programs for potential AQB approval to the Board for review. EPM Sims brought attention to the Board's short-term goal to reach out to Nebraska colleges, community colleges, and universities with real estate degree programs to gauge interest in obtaining AQB Approval. According to Sims, the University of Nebraska at Omaha's ("UNO") Bachelor of Business Administration degree with a concentration in Real Estate and Land Use Economics, as well as The Real Property Appraiser Qualifications Criteria Guide Note 1, were utilized for program comparison. Sims explained that the vast majority of colleges do not have a real estate degree program that would meet any core curriculum requirements.

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Metropolitan Community College's associate's degree in business administration with a career certificate as a Real Estate Specialist appears to have curriculum that would qualify for thirty hours of qualifying education. Director Kohtz indicated that thirty hours would not be worth the effort of the state or the college to apply for approval as an AQB Approved Real Estate Degree as the closest program's approval is for 200 hours. The Director added that he was surprised that this review didn't lead to identification of more programs that could potentially apply. The Board held a discussion regarding education requirements in the Real Property Appraiser Qualifications Criteria. Board Member Minshull then asked if completion of a PAREA program is applied to education. EPM Sims informed the Board that only experience credit can be awarded for completion of a PAREA program. The Director was then asked if the proposed changes to the Real Property Appraiser Qualifications Criteria would open more paths. Director Kohtz informed the Board that it is hard to tell at the moment as the AQB is in between drafts. At the AARO Conference, the AQB hinted at changes, but provided no details. The Director informed the Board that he has provided significant feedback for the first draft and is engaged with TAF AQB regarding the language. Director Kohtz then asked if there is anything in particular that the Board would like for him to pass along. Recommendations included making experience easier to obtain and not devaluing degrees. Director Kohtz responded that this is right in line with how he has approached the recommended changes. Chairperson Hermsen finished by thanking EPM Sims for the report and hard work.

## **O. LEGISLATIVE REPORT AND BUSINESS**

### **1. PROPOSED CHANGES TO TITLE 298 OF THE ADMINISTRATIVE CODE**

Director Kohtz informed the Board that the adopted changes to Title 298 of the Nebraska Administrative Code have been approved by Governor Pillen on May 19, 2026 and have been submitted to the Nebraska Secretary of State's Office for filing. There was no further discussion.

### **2. OTHER LEGISLATIVE MATTERS:** No discussion.

## **P. ADMINISTRATIVE BUSINESS**

### **1. GUIDANCE DOCUMENTS**

#### **a. 26-02: Administration of 7-hour Valuation Bias and Fair Housing Rules and Regulations Course Continuing Education Requirement**

The Director presented Guidance Document 26-02 titled, "Administration of 7-hour Valuation Bias and Fair Housing Rules and Regulations Course Continuing Education Requirement" to the Board for consideration. Director Kohtz informed the Board that there is also an amended version on the agenda. During preparation for the meeting, Guidance Document 26-02 was under review by ASC Program Manager Lewis. The amendment was added as a result of PM Lewis's feedback. Director Kohtz indicated that the email chain between himself and PM Lewis, starting on page P.15, was included for reference.

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The Director then summarized the background information included in Guidance Document 26-02 and informed the Board that the language of the Real Property Appraiser Qualifications Criteria (“Criteria”) was drafted directly into the Nebraska Real Property Appraiser Act; however, the Criteria language includes significant flaws as it relates to how continuing education is structured in the Criteria and how state’s are to administer continuing education requirements for those awarded a credential through reciprocity. If the plain language of the Criteria was enforced, every newly credentialed real property appraiser must complete the 7-hour Valuation Bias and Fair Housing Laws and Regulations Course (“7-Hour VB&FH Laws and Regulations Course”), which means that every real property appraiser that is credentialed in another state would have to complete this course for that state as well. The Director acknowledged the AQB’s intent for the 7-Hour VB&FH Laws and Regulations Course to be completed once by each real property appraiser, and administering this requirement in the least restrictive manner is the goal; however, a disconnect still exists between the Criteria and the ASC’s position. Although a real property appraiser under certain circumstances may submit the 4-Hour Valuation Bias and Fair Housing Laws and Regulations Course (“4-Hour VB&FH Laws and Regulations Course”), he or she is still required to complete the 7-Hour VB&FH Laws and Regulations Course per the Criteria and state law. The ASC’s position is that if an appraiser is credentialed through reciprocity, the state should accept the standing as meeting the requirements before credentialing and accept the 4-Hour VB&FH Laws and Regulations Course; however, the ASC will also verify that the appraiser meets the state’s requirements during the compliance review. If the Board were to blindly accept the 4-Hour VB&FH Laws and Regulations Course, no evidence exists supporting that the real property appraiser completed the 7-Hour VB&FH Laws and Regulations Course. According to PM Lewis, even if the Board adopts the amended version of Guidance Document 26-02, it would still be exceeding the Criteria. Board Member Minshull questioned how requiring evidence that 7-Hour VB&FH Laws and Regulations Course was completed exceeds the criteria. Director Kohtz agreed with Board Member Minshull and added that it is his position that requiring evidence of completion is properly administering the Criteria. The Director continued that the two options available for administration of this course are conflicting and there is not a perfect answer that fits all parties’ requirements and expectations. Director Kohtz recommended that the Board adopt the amended Guidance Document 26-02 as proposed. This would ensure that the Board has met its obligations to meet the Criteria and its statutory language, and prevents any potential issues during the Board’s next ASC Compliance Review. The Board agreed that the safest and least restrictive approach to this is the best. Chairperson Hermsen asked for a motion. Board Member R. Johnson moved to approve the amended Guidance Document 26-02 as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**2. INTERNAL PROCEDURAL DOCUMENTS: No discussion.**

### **3. FORMS, APPLICATIONS, AND PROCEDURES**

#### **a. 2027-28 Application for Two-Year Renewal of Nebraska Trainee Real Property Appraiser Credential**

LPM Loll presented an updated document titled, “2027-28 Application for Two-Year Renewal of Nebraska Trainee Real Property Appraiser Credential” to the Board for consideration. Loll informed the Board that the form is being presented in its clean format because a complete overhaul was done to reduce redundancy and align the formatting to the online application. The valuation bias and fair housing laws and regulations course requirements were added and there were also some minor language changes made for clarification. Director Kohtz added that staff have been working through streamlining all applications when changes are required to be implemented.

#### **b. 2027-28 Application for Renewal of Nebraska Real Property Appraiser Credential**

LPM Loll presented an updated document titled, “2027-28 Application for Renewal of Nebraska Real Property Appraiser Credential” to the Board for consideration. Loll informed the Board that this application includes the same changes as specified during discussion of the 2027-28 Application for Two-Year Renewal of Nebraska Trainee Real Property Appraiser Credential.

Chairperson Hermsen asked for a motion on the 2027-28 Application for Two-Year Renewal of Nebraska Trainee Real Property Appraiser Credential and the 2027-28 Application for Renewal of Nebraska Real Property Appraiser Credential. Board Member L. Johnson moved to approve the “2027-28 Application for Two-Year Renewal of Nebraska Trainee Real Property Appraiser Credential” and the “2027-28 Application for Renewal of Nebraska Real Property Appraiser Credential” as presented, effective July 1, 2026. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

#### **c. 2027-28 Real Property Appraiser Credential Renewal Application Procedures**

LPM Loll presented an updated document titled, “2027-28 Real Property Appraiser Credential Renewal Application Procedures” to the Board for consideration. Director Kohtz informed the Board that the procedures were updated to include clarification on payment and receipting requirements, incorporate the Valuation Bias and Fair Housing Laws and Regulations Course review, and include minor changes for clarification. Chairperson Hermsen asked for a motion. Board Member Batie moved to approve the “2027-28 Real Property Appraiser Credential Renewal Application Procedures” as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

### **Q. OTHER BUSINESS**

#### **1. BOARD MEETINGS:** No discussion.

## 2. CONFERENCES/EDUCATION

### a. Kohtz Spring AARO Conference Report

Director Kohtz reported that he attended the 2026 Spring AARO Conference in San Diego, California from April 27 through April 29, 2026 and noted that the primary topics of discussion included the Real Property Appraiser Qualifications Criteria update, UAD 3.6, technological advancements in the appraisal industry, practicum courses, and administration of the Criteria and enforcement of USPAP. The TAF, ASC, Fannie Mae, and Freddie Mac also provided their regular updates. The Director then provided a summary of the conference for the Board Members to review and noted the following highlights:

- Joshua Walitt and Victoria Reel-Kersch of Walitt Solutions presented multiple case studies showing regulatory irregularities observed across multiple states, with explanation provided for case study criteria, categories of regulatory irregularities, considerations, and vulnerabilities.
- Kelly Davids of The Appraisal Foundation provided a summary of the Real Property Appraiser Regulatory System.
- Nick Pilz with The Appraisal Foundation's Appraisal Standards Board introduced new ASB members and provided an update on the ASB's activities during the past year.
- Jerry Yurek with The Appraisal Foundation's Appraiser Qualifications Board introduced new AQB members and provided an update on the AQB's activities during the past year.
- Valerie Scott, also with the Appraiser Qualifications Board, provided additional information on the National Uniform Licensing and Certification Examination.
- In the presentation titled, "From Exposure to Evaluation: What AQB is Hearing on Proposed Changes to the Criteria," Kelly Davids outlined what TAF heard on the exposure draft and concept paper. Jerry Yurek with the Appraiser Qualifications Board indicated that this was the most comprehensive Criteria review in decades. Workforce challenges were drivers, and the goal is to expand access and maintain public trust.
- The Appraisal Subcommittee made its return to the AARO Conference. Frederick Griefer, Acting Executive Director, introduced himself, provided a career summary, and gave an update on the ASC's activities. Director Kohtz added that he had good conversations with Director Griefer and informed the Board that he believes that the ASC is under good leadership.
- The "Hot Topic" presentation titled, "Appraisal Subcommittee and The Appraisal Foundation" was facilitated by Frederick Griefer with the Appraisal Subcommittee and Kelly Davids with The Appraisal Foundation.

- The AQB Advisory Council Breakout Session included discussion of college degree requirements, Valuation Bias and Fair Housing Laws and Regulations Course application; continuing education requirements; the Certified General PAREA Program concept; and the AQB’s authority within FIREAA to require experience.
- The Executive Directors and Administrators Breakout Session included discussion on the Supervisory Appraiser/Trainee model; concepts to keep trainee real property appraisers engaged in the process; what functions or features should be included in the ASC Appraiser Registry upgrade; application of inactive status for real property appraisers; TAF funding and influence over state policy; and the ASC Policy Statement enforcement time requirement.
- The “Hot Topic” presentation titled, “Artificial Intelligence” was facilitated by Chandra Mast, Nicholas Pilz, and Paul Ryll. Topics covered included categories of AI and time spent by the ASB studying the effects of AI on USPAP.
- A presentation titled, “Gray Areas in Appraisal Cases: When Is It Intent, Negligence, or Just a Mistake?” was given by Mel Black of the Colibri Group; Craig Capilla and Laura Smith from South Carolina.
- A presentation titled “An Inside View of State Regulator Experience: The Building Framework at High-Quality Practicum Programs” was given by Mujiburrahman Khateer from California, Carmen Dones of West Los Angeles College, and Randy Flowers of RSDS Appraisal.
- The Fannie Mae Update was provided by Kevin Smith, Senior Manager in Appraiser Engagement, and Lyle Radke, Senior Director of Collateral Policy.
- Scott Reuter, Chief Appraiser for Freddie Mac, summarized the purpose and objectives of the Appraiser Quality Monitoring Program.
- The presentation titled, “The Cost of Consistency: A Case Study in Uneven Enforcement” was given by Craig Capilla of Franklin, Greenswag, Channon and Capilla, LLC; John Dingeman of Class Valuation; and Malinda Griffin from South Carolina on various enforcement cases pertaining to the same matters in different jurisdictions and how each jurisdiction adjudicated the matter differently.

The Director asked for any questions or comments. Chairperson Hermsen thanked the Director for the report. Board Member Minshull commented that all of the discussion topics appear to be relevant. There was no further discussion.

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

#### **4. QUARTERLY NEWSLETTER**

##### **a. Spring 2026 edition of The Nebraska Appraiser**

Director Kohtz presented the Spring 2026 Edition of The Nebraska Appraiser to the Board for consideration. The Director asked for any questions or comments. With no discussion, Chairperson Hermsen called for a motion. Board Member R. Johnson moved to approve the Spring 2026 edition of The Nebraska Appraiser as presented. Board Member L. Johnson seconded the motion. Chairperson Hermsen recognized the motion and asked for any discussion. With no discussion, Chairperson Hermsen called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

#### **5. APPRAISAL SUBCOMMITTEE**

##### **a. ASC Quarterly Meeting: June 18, 2026 (Online)**

Director Kohtz informed the Board that the next ASC Quarterly Meeting will be held online on June 18, 2026. The Director asked for any questions or comments. There was no further discussion.

#### **6. THE APPRAISAL FOUNDATION**

##### **a. TAF May Newsletter**

Director Kohtz presented The Appraisal Foundation's May 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 Verification of Practice Readiness Prior to Independent Licensure – A Research Brief**

Director Kohtz presented the "TAF Verification of Practice Readiness Prior to Independent Licensure – A Research Brief" to the Board for review. The Director provided the highlights of the report, which include the Federal statutory and regulatory record, a survey of comparable U.S. licensed professions, and preliminary scoping inquiry into alternative examination structures. Across the licensed professions and assessment frameworks surveyed, structured opportunities for candidates to perform professional work under qualified oversight prior to independent licensure are a feature of every framework reviewed. The form of these opportunities varies; their presence does not. The Director asked for any questions or comments. There was no further discussion.

##### **c. The Appraisal Foundation Announces McKissock as Host of Foundation Asynchronous Courses\_March 17, 2026**

Director Kohtz presented The Appraisal Foundation's document titled, "The Appraisal Foundation Announces McKissock as Host of Foundation Asynchronous Courses" 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.

##### **d. The Appraisal Foundation Statement on Promoting Access to Mortgage Credit Executive Order\_March 14, 2026**

Director Kohtz presented The Appraisal Foundation's document titled, "The Appraisal Foundation Statement on Promoting Access to Mortgage Credit Executive Order" 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.

**7. ASSOCIATION OF APPRAISER REGULATORY OFFICIALS:** No discussion.

**8. GOVERNMENT-SPONSORED ENTERPRISES**

**a. Fannie Mae**

**i. UAD Timeline**

Director Kohtz presented Fannie Mae’s UAD implementation timeline 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.

**ii. UAD 3.6 FAQs\_May 5, 2026**

Director Kohtz presented Fannie Mae’s UAD 3.6 frequently asked questions document 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. Freddie Mac:** No discussion.

**9. IN THE NEWS:** No discussion.

**C. CREDENTIALING AS A NEBRASKA REAL PROPERTY APPRAISER**

The Board reviewed applicant CG26001.

**1. PENDING APPLICATIONS**

**a. CG26001**

Chairperson Hermsen asked Director Kohtz for proposed language for CG26001.

Director Kohtz presented the following proposed language:

**Send Thayer County, Nebraska report for USPAP Compliance review.**

Board Member R. Johnson moved the proposed language as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**D. REGISTRATION AS AN APPRAISAL MANAGEMENT COMPANY**

The Board reviewed applicant NE2012075.

**1. APPLICANTS FOR RENEWAL OF APPRAISAL MANAGEMENT COMPANY REGISTRATION**

**a. NE2012075**

Chairperson Hermsen asked Director Kohtz for proposed language for NE2012075.

Director Kohtz presented the following proposed language:

**Issue an Order to Show Cause. Applicant is to show cause as to why the Board should issue renewal of the applicant’s registration as an appraisal management company in the State of Nebraska.**

Board Member R. Johnson moved the proposed language as presented. Board Member Batie seconded the motion. Chairperson Hermsen recognized the motion and called for a vote. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**E. COMPLIANCE MATTERS:** No discussion.

**F. OTHER EXECUTIVE SESSION ITEMS**

**1. GENERAL**

**a. 2026.05**

The Board reviewed a request for an individualized program of continuing education. Chairperson Hermsen asked Director Kohtz for proposed language for 2026.05.

Director Kohtz presented the following proposed language:

**In accordance with Neb. Rev. Stat. § 76-2236(4), adopt an individualized program of continuing education for the 2025-2026 continuing education period as follows: Any education activity provided by the specific education provider as requested, not approved by the Board at the time the education activity was completed and advertised publicly by the specific education provider as approved by the Board in violation of Neb. Rev. Stat. § 76-2238(21), but approved through the TAF Appraiser Qualifications Board's Course Approval Program, shall be approved for continuing education credit for the number of hours as approved by the Appraiser Qualifications Board for continuing education, if evidence is provided that such education activity was satisfactorily completed during 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 R. Johnson moved the proposed language as presented. Board Member Minshull seconded the motion. Chairperson Hermsen recognized the motion and called for a vote. The motion carried with R. Johnson, Minshull, Batie, and L. Johnson voting aye. Hermsen abstained.

**2. PERSONNEL MATTERS**

Personnel matters were discussed. Board Member R. Johnson moved to increase Director's salary by 4.5% effective July 1, 2026. Board Member Minshull seconded the motion. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye.

**R. ADJOURNMENT**

Board Member Minshull moved to adjourn the meeting. Board Member L. Johnson seconded the motion. The motion carried with R. Johnson, Minshull, Batie, L. Johnson, and Hermsen voting aye. At 11:39 a.m., Chairperson Hermsen adjourned the May 21, 2026 meeting of the Nebraska Real Property Appraiser Board.

Respectfully submitted,

Tyler N. Kohtz  
Director

These minutes have been made available for public inspection on May 29, 2026, in compliance with Nebraska Revised Statute § 84-1413(5).