



**REAL ESTATE APPRAISER
APPLICATION ADVISORY COMMITTEE MEETING
Room 121C, 1400 East Washington Avenue, Madison
Contact: Tom Ryan (608) 266-2112
December 2, 2014**

The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Committee.

AGENDA

10:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) Adoption of Agenda (1-2)**
- B) Approval of Minutes of October 22, 2014 (3-5)**
- C) Administrative Updates**
 - 1) Appointments/Reappointments/Confirmations
 - 2) Staff Updates
- D) Items Added After Preparation of Agenda:**
 - 1) Introductions, Announcements and Recognition
 - 2) Administrative Updates
 - 3) Credentialing Matters
 - 4) Practice Matters
 - 5) Legislation/Administrative Rule Matters
 - 6) Liaison Report(s)
 - 7) Informational Item(s)
 - 8) Appearances from Requests Received or Renewed
 - 9) Speaking Engagement(s), Travel, or Public Relation Request(s)
- E) Appraiser Worksheet Submission Process – APPEARANCE – Al Rohmeyer, Division of Legal Services and Compliance Attorney (6)**
- F) Review and Consideration of Applicants' Appraisal Experience and Appraisal Reports, or Any Reports Mailed or Received After Preparation of the Agenda (7-8)**
 - 1) Bojar, James
 - 2) Brancel, Sandra
 - 3) Cain, Abby
 - 4) Castro, Felix
 - 5) Dahlk, Shara
 - 6) Lasco, Geoff

- 7) Guarisco, John
- 8) Pantzloff, Matthew
- 9) Pillman, Kimberly
- 10) Porcaro, Alan
- 11) Schreiber, Lucas
- 12) Sojkowski, Mark
- 13) Welter, Brian

G) Deliberation of Items Added After Preparation of the Agenda

- 1) Credentialing Matters
- 2) Appearances from Requests Received or Renewed

H) Consulting with Legal Counsel

I) Public Comments

ADJOURNMENT

**REAL ESTATE APPRAISERS
APPLICATION ADVISORY COMMITTEE
WEB/VIRTUAL MEETING MINUTES
October 22, 2014**

PRESENT: Marla Britton (*joined the meeting at 10:52 a.m.*), Frank Hopp, Thomas Kneesel, Peter Moegenburg (*in person*)

EXCUSED: David Wagner

STAFF: Tom Ryan, Executive Director; Taylor Thompson, Bureau Assistant; and other Department staff

CALL TO ORDER

Frank Hopp, Vice Chair, called the meeting to order at 10:02 A.M. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Thomas Kneesel moved, seconded by Frank Hopp, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Frank Hopp moved, seconded by Thomas Kneesel, to approve the minutes of September 3, 2014 as published. Motion carried unanimously.

CLOSED SESSION

MOTION: Thomas Kneesel moved, seconded by Frank Hopp, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Vice Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Frank Hopp – yes; Thomas Kneesel – yes; Peter Moegenburg - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:09 A.M.

RECONVENE TO OPEN SESSION

MOTION: Frank Hopp moved, seconded by Marla Britton, to reconvene in Open Session at 11:56 A.M. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,
IF VOTING IS APPROPRIATE**

MOTION: Marla Britton moved, seconded by Frank Hopp, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

REVIEW AND CONSIDERATION OF APPLICANTS' APPRAISAL EXPERIENCE AND APPRAISAL REPORTS, OR ANY RECEIVED AFTER PREPARATION OF THE AGENDA

CLAYTON BAUMANN

MOTION: Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

JOHN GUARISCO

MOTION: Marla Britton moved, seconded by Frank Hopp, to table the matter of John Guarisco. Motion carried unanimously.

BRYAN HARBISON

MOTION: Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

VINCE HOTTER

MOTION: Frank Hopp moved, seconded by Thomas Kneesel, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

STEVEN JAMES

MOTION: Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

CHRISTINA PLOETZ

MOTION: Thomas Kneesel moved, seconded by Frank Hopp, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

JAN PURFUERST

MOTION: Frank Hopp moved, seconded by Peter Moegenburg, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

ROBIN RINGHAND

MOTION: Frank Hopp moved, seconded by Peter Moegenburg, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

LUCAS SCHREIBER

MOTION: Frank Hopp moved, seconded by Peter Moegenburg, to table this matter and send a request to Lucas Schreiber to provide the Committee with work files within 10 days. Motion carried unanimously.

KARI SEPNAFSKI

MOTION: Frank Hopp moved, seconded by Thomas Kneesel, to recommend denial of the appraisal reports. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

ANTHONY SIMONOVICH

MOTION: Frank Hopp moved, seconded by Peter Moegenburg, to recommend denial of the appraisal reports and refer the supervising Appraiser to DLSC. **Reason for Denial:** Reports do not meet USPAP Standards 1 and 2 as set forth in the appraisal review reports for each property. Motion carried unanimously.

BRIAN SMITH

MOTION: Marla Britton moved, seconded by Frank Hopp, to recommend denial of the application. **Reason for Denial:** Does not meet 30 month experience requirement under Wis. Admin. Code § SPS 83.01 (1) and the experience submitted does not meet USPAP Standard 6. Motion carried unanimously.

BRIAN TOMASEK

MOTION: Peter Moegenburg moved, seconded by Marla Britton, to recommend denial of application for licensure. **Reason for Denial:** Reports do not reflect applicant's work product pursuant to Wis. Admin. Code § SPS 83.01 (3)(f). Motion carried unanimously.

PAMELA WEBER

MOTION: Frank Hopp moved, seconded by Peter Moegenburg, to recommend approval of the appraisal reports, as being in compliance with USPAP requirements. Motion carried unanimously.

ADJOURNMENT

MOTION: Frank Hopp moved, seconded by Marla Britton, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:57 A.M.

**State of Wisconsin
Department of Safety and Professional Services**

AGENDA REQUEST FORM

Name and Title of Person Submitting the Request: Christy Galli, on behalf of Attorney Al Rohmeyer Division of Legal Services and Compliance	Date When Request Submitted: November 24, 2014 <small>Items will be considered late if submitted after 4:30 p.m. and less than:</small> <ul style="list-style-type: none"> ▪ 8 work days before the meeting for Medical Board ▪ 8 work days before the meeting for all other boards
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Name of Board, Committee, Council:

Real Estate Appraisers Apps Committee

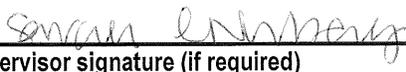
Board Meeting Date: 12/2/14	Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How should the item be titled on the agenda page? Appraiser Worksheet Submission Process
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Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/> Both	Is an appearance before the Board being scheduled? If yes, by whom? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	Name of Case Advisor(s), if required:
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Describe the issue and action the Board should address:

Attorney Rohmeyer would like to discuss the committee's submission of appraiser worksheets.

Authorization:

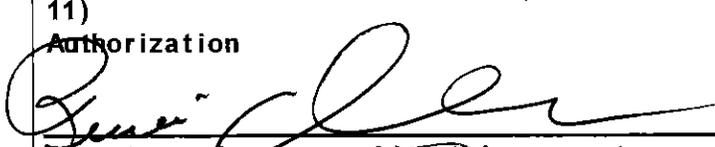
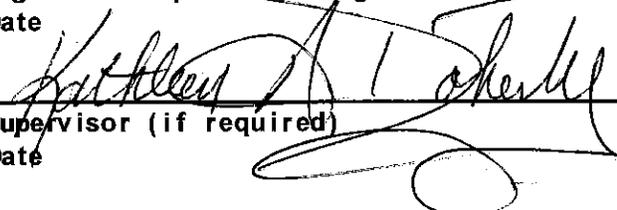
	11-24-14
Signature of person making this request	Date
	11.24.14
Supervisor signature (if required)	Date
	11/24/14
Executive Director signature (indicates approval to add late items to agenda)	Date

Directions for including supporting documents:

1. This form should be attached to any documents submitted to the agenda.
2. Post Agenda Deadline items must be authorized by a Supervisor and the Board's Executive Director.
3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Renee Vance - Credentialing		2) Date When Request Submitted: 11/25/2014 Items will be considered late if submitted after 12:00 p.m. on the deadline date: 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Real Estate Appraiser Application Advisory Committee			
4) Meeting Date: 12/2/2014	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Application/appraisal experience review	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Review and consideration of applicant's appraisal reports			
11) Authorization  _____ Signature of person making this request Date			
 _____ Supervisor (if required) Date			
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			

REAL ESTATE APPRAISER MEETING
Reviews for December 2, 2014 Meeting

Appraisal Review

Bojar, James
Brancel, Sandra
Cain, Abby
Castro, Felix
Dahlk, Shara
Lasco, Geoff
Pantzlaff, Matthew
Pillman, Kimberly
Porcaro, Alan
Schreiber, Lucas
Sojkowski, Mark
Welter, Brian

AQB Compliant

Guarisco, John