

**REAL ESTATE APPRAISERS APPLICATION ADVISORY COMMITTEE
LIVE MEETING MINUTES
NOVEMBER 29, 2011**

PRESENT: Gary Gruenisen, Frank Hopp, Ursula Volk, David Wagner

EXCUSED: Tom Kneesel, Donald Chudnow

STAFF: Berni Mattsson, Executive Director; Lydia Thompson, Legal Counsel; David Carlson, Bureau Assistant; Kelly Niesen, Licensing/Permit Associate

GUESTS: none

CALL TO ORDER

Frank Hopp, Chair, called the meeting to order at 10:05 a.m.

ADOPTION OF AGENDA

MOTION: David Wagner moved, seconded by Gary Gruenisen, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF AUGUST 30, 2011

MOTION: Ursula Volk moved, seconded by Gary Gruenisen, to approve the minutes of August 30, 2011 as submitted. Motion carried unanimously.

EXECUTIVE DIRECTOR MATTERS

Berni Mattsson reviewed the proposed meeting schedule for 2012. Due to the expectation that the number of applications will continue to decline in 2012, two scheduled meetings have been removed from the schedule.

MISCELLANEOUS INFORMATION/CORRESPONDENCE

Frank Hopp asked Kelly Niesen about the volume of applications for licenses and upgrades to licenses, as well as the process for review. The committee had several questions about the review process.

CLOSED SESSION

MOTION: Gary Gruenisen moved, seconded by David Wagner, to convene to Closed Session to deliberate on cases following hearing (s.19.85(1)(a)), Stats.; to consider licensure or discipline (s. 19.85 (1)(b)), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f)), Stats.; and to confer with legal counsel (s. 19.85(1)(g)), Stats. Roll call vote: Gary Gruenisen-yes, Frank Hopp-yes, Ursula Volk-yes, David Wagner-yes Motion carried unanimously.

Open session recessed at 10:35 a.m.

RECONVENE TO OPEN SESSION

MOTION: Gary Gruenisen moved, seconded by Ursula Volk, to reconvene to Open Session. Motion carried unanimously.

Open session reconvened at 10:51 a.m.

Ursula Volk moved, seconded by Gary Gruenisen, to amend the agenda to add consideration of Rebecca Bjurquist's application. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION

The Committee voted in open session on the motions made in closed session proceedings as outlined below.

APPLICATION REVIEWS

**DUSTIN DOLEZALEK
CERTIFIED GENERAL**

MOTION: Gary Gruenisen moved, seconded by Frank Hopp, to recommend that the Department approve application for licensure. Motion carried unanimously.

**SHANE HARTMAN
LICENSED**

MOTION: Ursula Volk moved, seconded by Gary Gruenisen, to recommend that the Department approve the application for licensed appraiser. Motion carried unanimously.

**CHRISTOPHER THOMAS
LICENSED**

MOTION: Gary Gruenisen moved, seconded by David Wagner, to recommend that the Department approve the application for licensure as a licensed appraiser. Motion carried unanimously.

**BONNIE MYERS
CERTIFIED RESIDENTIAL**

MOTION: Gary Gruenisen moved, seconded by David Wagner, to recommend that the Department issue an intent to deny the application for Certified Residential Appraiser unless Ms. Myers submits one additional report and other explanations that are required. Motion carried unanimously.

**REBECCA BJURQUIST
LICENSED**

MOTION: Gary Gruenisen moved, seconded by Ursula Volk, to recommend that the Department approve the application for licensure as a licensed appraiser. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 10:59 a.m.