

**REAL ESTATE APPRAISERS BOARD
WEB/VIRTUAL MEETING MINUTES
May 7, 2014**

PRESENT: Marla Britton; Henry Simon

PRESENT VIA GOTOMEETING: Scott Brunner; Carl Clementi; Lawrence Nicholson; Linda Steinke

ABSENT: Jose Perez

STAFF: Tom Ryan, Executive Director; Pam Stach, Legal Counsel; Daniel Agne, Bureau Assistant; and other Department staff

CALL TO ORDER

Lawrence Nicholson, Chair, called the meeting to order at 9:30 A.M. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: Henry Simon moved, seconded by Scott Brunner, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

Linda Steinke joined the meeting via telephone at 9:38 A.M.

MOTION: Marla Britton moved, seconded by Henry Simon, to approve the minutes of February 12, 2014 as published. Motion carried unanimously.

APPOINTMENTS/REAPPOINTMENTS/CONFIRMATIONS

MOTION: Scott Brunner moved, seconded by Henry Simon, to affirm the appointments made by the Chair, as noted below:

- 1) Carl Clementi as the Monitoring Liaison
- 2) Linda Steinke as the Website Liaison alternate
- 3) Linda Steinke as the Rules Liaison alternate
- 4) Lawrence Nicholson as the ASC and AQB Liaison alternate

Motion carried unanimously.

CLOSED SESSION

MOTION: Marla Britton moved, seconded by Henry Simon, 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 closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, 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 Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Marla Britton - yes; Scott Brunner - yes; Carl Clementi - yes; Lawrence Nicholson - yes; Henry Simon - yes; Linda Steinke - yes. Motion carried unanimously.

The Board convened into Closed Session at 11:23 A.M.

RECONVENE TO OPEN SESSION

MOTION: Henry Simon moved, seconded by Carl Clementi, to reconvene in Open Session at 1:02 P.M. Motion carried unanimously.

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

MOTION: Marla Britton moved, seconded by Linda Steinke, to request that the Department research what percentage of out-of-state persons holding a credential in Wisconsin were audited for Continuing Education compliance in the previous biennium. Motion carried unanimously.

MOTION: Marla Britton moved, seconded by Henry Simon, to request that the Department research which states bordering Wisconsin are auditing 100% of out-of-state credential holders for Continuing Education compliance. Motion carried unanimously.

MOTION: Carl Clementi moved, seconded by Henry Simon, to invite credentialing staff into the next meeting to discuss renewal procedures and forms with the Board. Motion carried unanimously.

14 APP 015 JENNIFER J. SIMPSON

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 015 – Jennifer J. Simpson. Motion carried unanimously.

14 APP 018 MARY P. BUSHONG

MOTION: Henry Simon moved, seconded by Linda Steinke to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 018 – Mary P. Bushong. Motion carried unanimously.

14 APP 020
BRIAN W. WILLARD

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 020 – Brian W. Willard. Motion carried unanimously.

14 APP 022
RYAN D. HERLOFSKY

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 022 – Ryan D. Herlofsky. Motion carried unanimously.

14 APP 024
BETH M. DARST

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 024 – Beth M. Darst. Motion carried unanimously.

14 APP 025
STEVEN C. OGASAWARA

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 025 – Steven C. Ogasawara. Motion carried unanimously.

14 APP 014
GARY R. KRAUSE

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 014 – Gary R. Krause. Motion carried unanimously.

14 APP 009
CAROL A. LEYGRAAF

MOTION: Henry Simon moved, seconded by Linda Steinke, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 14 APP 009 – Carol A. Leygraaf. Motion carried unanimously.

MONITORING MATTERS

TERRENCE R. CHRIST – REQUEST FOR MODIFICATION

MOTION: Scott Brunner moved, seconded by Carl Clementi, to grant the request of Terrence R. Christ to modify the Order to allow respondent to satisfy the education requirements under § 4(a.)(i.) and § 4(a.)(ii.) of the Order dated May 23, 2013 with 30 hours of coursework in residential appraisals, with a testing component, to be pre-approved by the Board Monitoring Liaison, and to be completed within 60 days of the date of the order. All other terms of the order remain in effect. Motion carried unanimously.

DANIEL R. HEFFRON – REQUEST TO RESCIND MOTION

MOTION: Carl Clementi moved, seconded by Linda Steinke, to rescind the February 12, 2014 Motion to accept the surrender of Daniel Heffron's right to automatically renew his credential. Motion carried unanimously.

MOTION: Marla Britton moved, seconded by Linda Steinke, to refer the matter of Daniel Heffron to DLSC for possible violation of a Board order. Motion carried unanimously.

ADMINISTRATIVE WARNINGS

MOTION: Henry Simon moved, seconded by Marla Britton, to issue the Administrative Warning in the matter of 14 APP 019, and to close the case. Motion carried unanimously.

MOTION: Marla Britton moved, seconded by Scott Brunner, to issue the Administrative Warning in the matter of 14 APP 021, and to close the case. Motion carried unanimously.

CASE CLOSINGS

MOTION: Henry Simon moved, seconded by Carl Clementi, to close case 14 APP 011, against J.S.W.T., for no violation (NV). Motion carried unanimously.

MOTION: Marla Britton moved, seconded by Linda Steinke, to close case 14 APP 012, against E.M.V., for prosecutorial discretion (P1). Motion carried unanimously.

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

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

ADJOURNMENT

MOTION: Henry Simon moved, seconded by Carl Clementi, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:04 P.M.