



**VIRTUAL/TELECONFERENCE
AUCTIONEER BOARD**
Virtual, 4822 Madison Yards Way, Madison
Contact: Christian Albouras (608) 266-2112
September 29, 2020

The following agenda describes the issues that the Board 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 description of the actions of the Board.

AGENDA

9:30 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of July 7, 2020 (4-5)**
- C. Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff, and Board Updates
 - 2) Delegation of Authorities
 - 3) Board Members – Term Expiration Date
- D. DSPS Matters – Discussion and Consideration**
 - 1) Process for Filing a Complaint
- E. COVID-19 – Discussion and Consideration**
 - 1) Continuing Education
- F. Discussion and Consideration of Items Added After Preparation of Agenda**
 - 1) Introductions, Announcements and Recognition
 - 2) Nominations, Elections, and Appointments
 - 3) Administrative Matters
 - 4) Election of Officers
 - 5) Appointment of Liaisons and Alternates
 - 6) Delegation of Authorities
 - 7) Education and Examination Matters
 - 8) Credentialing Matters
 - 9) Practice Matters
 - 10) Legislative and Policy Matters
 - 11) Administrative Rule Matters
 - 12) Liaison Reports
 - 13) Board Liaison Training and Appointment of Mentors
 - 14) Division of Legal Services and Compliance (DLSC) Matters
 - 15) Presentations of Petitions for Summary Suspension

- 16) Petitions for Designation of Hearing Examiner
- 17) Presentation of Stipulations, Final Decisions and Orders
- 18) Presentation of Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

G. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, 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.).

H. Deliberation on Division of Legal Services and Compliance Matters

1) **Case Closings**

- a. 18 AUC 011 – B.A.I. **(6-9)**

I. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Monitoring Matters
- 4) Professional Assistance Procedure (PAP) Matters
- 5) Petitions for Summary Suspensions
- 6) Petitions for Designation of Hearing Examiner
- 7) Proposed Stipulations, Final Decisions and Orders
- 8) Proposed Interim Orders
- 9) Administrative Warnings
- 10) Review of Administrative Warnings
- 11) Proposed Final Decisions and Orders
- 12) Matters Relating to Costs/Orders Fixing Costs
- 13) Case Closings
- 14) Board Liaison Training
- 15) Petitions for Assessments and Evaluations
- 16) Petitions to Vacate Orders
- 17) Remedial Education Cases
- 18) Motions
- 19) Petitions for Re-Hearing
- 20) Appearances from Requests Received or Renewed

J. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

K. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

ADJOURNMENT

NEXT MEETING: TBD

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED
WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer at 608-266-2112 or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE
AUCTIONEER BOARD
MEETING MINUTES
JULY 7, 2020**

PRESENT: Heather Berlinski, Bryce Hansen, Stanley Jones (*reconnected at 11:44 a.m.*), Ronald Polacek, Randy Stockwell (*excused at 11:14 a.m.*), Jerry Thiel, Deana Zentner

STAFF: Christian Albouras, Executive Director; Jameson Whitney, Board Legal Counsel; Daniel Betekhtin, Operations Program Associate; Megan Glaeser, Operations Program Associate; and other DSPS Staff

CALL TO ORDER

Jerry Thiel, Chairperson, called the meeting to order at 9:42 a.m. A quorum of seven (7) members was confirmed.

ADOPTION OF AGENDA

MOTION: Stanley Jones moved, seconded by Ronald Polacek, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JANUARY 14, 2020

MOTION: Heather Berlinski moved, seconded by Randy Stockwell, to approve the Minutes of January 14, 2020 as published. Motion carried unanimously.

DSPS MATTERS

Proposed Reciprocity Agreement with Ohio

MOTION: Bryce Hansen moved, seconded by Ronald Polacek, to endorse approval by the Department of the proposed reciprocity agreement with the state of Ohio. Motion carried unanimously.

(From 10:00 a.m. until 11:00 a.m. the meeting was in recess. Randy Stockwell and Heather Berlinski were excused from the meeting during the recess.)

CLOSED SESSION

MOTION: Ronald Polacek moved, seconded by Bryce Hansen, 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.). Jerry Thiel, Chairperson read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Bryce Hansen-yes; Ronald Polacek-yes; Jerry Thiel-yes; and Deana Zentner-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:20 a.m.

DELIBERATION ON DLSC MATTERS

Case Closings

18 AUC 009 – B.A.I.

MOTION: Deana Zentner moved, seconded by Ronald Polacek, to close DLSC Case Number 18 AUC 009 against B.A.I., for Insufficient Evidence. Motion carried unanimously.

(Stanley Jones reconnected at 11:44 a.m.)

Proposed Stipulations, Final Decisions, and Orders

MOTION: Ronald Polacek moved, seconded by Bryce Hansen, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 18 AUC 007 – Norman D. Helmuth
2. 18 AUC 007 – Robert N. Helmuth
3. 18 AUC 008 – Arnold H. Lange

Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Deana Zentner moved, seconded by Ronald Polacek, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 11:49 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Stanley Jones moved, seconded by Deana Zentner, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Deana Zentner moved, seconded by Stanley Jones, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:00 p.m.