



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

www.idfpr.com

JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
Director

Illinois Department of Financial & Professional Regulation Division of Real Estate Real Estate Appraisal Administration and Disciplinary Board ("The Real Estate Appraisal Board")

Open Minutes

Date: January 10, 2023

Call to Order: 10:00 a.m. – Patricia McGarr – Chairperson

Location: Illinois Department of Financial and Professional Regulation (IDFPR)/Division of Real Estate (DRE) Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster.

Board Members Present: Doug Anderson, Sara Chambers, Gail Lissner, Cecelia Marlow, Patricia McGarr, John McMahon, Katie McNally, Jonathan Michie, Mike Morris, Ken Mrozek, Brian Weaver (Non-Voting)

Staff Members Present: Ericka Johnson – Deputy Director of the Division of Real Estate, Gabriela Nicolau – Deputy General Counsel, Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Hector Rodriguez – Chief of Investigations, Jeremy Reed - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Jennifer Rossiter Moreno – Division of Real Estate Operations Manager, Mary Crocker – Appraisal Education, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Nicol Andler, Jim Blaydes, Craig Capilla, Richard deVerdier, Scott DiBiasio, Jeff Jacobson, TJ McCarthy, Herb Meyer, Randy Neff, Shawn Telford, Sarah Walsh, Edward Williams

TOPIC	DISCUSSION	ACTION
<p>Call to Order</p>	<p>Chairperson Patricia McGarr called the meeting to order and read a mandatory statement regarding the Open Meetings Act. <i>This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster. All votes will be conducted by roll call, so each member's vote on each issue can be identified and recorded.</i></p> <p>Attendance Taken: Doug Anderson – present Sara Chambers - present Gail Lissner – present Cecelia Marlow – present Patricia McGarr - present John McMahon – present Katie McNally - present Jonathan Michie – present Mike Morris - present Ken Mrozek - present</p>	<p>The meeting was called to order at 10:00 a.m.</p>
<p>Review and Approval of Board Minutes</p>	<p>The Board reviewed the Open Minutes from the December 13, 2022, Appraisal Board meeting.</p> <p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes</p>	<p>A motion was made by Morris seconded by McMahon to approve the Open Minutes as presented from the December 13, 2022, Appraisal Board meeting. The motion carried by roll call vote.</p>

	Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes	
New Business	<p>Shawn Telford from the Appraisal Qualifications Board gave a presentation regarding PAREA (Practical Applications of Real Estate Appraisal).</p> <p>Scott W. DiBiasio, Manager, State & Industry Affairs at Appraisal Institute, presented a video overview of the Appraisal Institute PAREA program.</p> <p>There were additional inquiries from the Board, attendees, and the Staff regarding the PAREA program.</p>	
Public Comments	There were no public comments other than those expressed during the “New Business” portion of the meeting.	
Licensing and Education Report	<p>The Licensing Report for activity conducted in December 2022 was available in SharePoint for the Board to review. A copy of the report is attached to and made a part of these minutes.</p> <p>Mary Crocker mentioned, since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> 6 Education Courses 4 log audits 2 Out of State CE request 0 Non-Student Activity 4 Endorsement Applications 2 Application Reviews 	
Investigations Report	The 2022 Investigations Report through the month of December 2022 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.	
Prosecutions Report	The 2022 Prosecutions Report through the month of December 2022 was available in	

	SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There is a Formal Hearing scheduled for February 1, 2023.	
Education Course Approval	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p> <p>Courses reviewed and approved by Doug Anderson:</p> <p>ASFMRA (CE) Practical Applications of the Equivalency Ratio, 4 hours</p> <p>ASFMRA (CE) Timberland Valuation: A Practical Overview, 4 hours</p> <p>Appraisal Institute (CE) Community Land Trusts Appraiser Training Synchronous, 4 hours</p> <p>Appraisal Institute (CE) Community Land Trusts Appraiser Training, 4 hours</p> <p>Course reviewed and approved by Ken Mrozek:</p> <p>Appraiser eLearning (CE) How to Appraise Solar Panels, 7 hours</p> <p>Course reviewed and approved by Sara Chambers:</p> <p>McKissock (CE) Residential Market Analysis & Highest & Best Use LW, 15 hours</p>	<p>A motion was made by Mrozek and seconded by McMahon to recommend approval of the six Appraisal education courses reviewed by the Board members and presented by Mary Crocker. The motion carried by roll call vote.</p>

Old Business	There was no Old Business to discuss.	
Motion to go into Closed Session	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p>	<p>A motion was made by Chambers and seconded by Lissner to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 11:53 a.m. The motion carried by roll call vote.</p>
Closed Session:	<p>The December 13, 2022, closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	
Motion to go into Open Session	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p>	<p>A motion was made by Mrozek and seconded by McMahon to go into Open Session at 12:03 p.m. The motion carried by roll call vote.</p>
Closed Minutes Remain Closed	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p>	<p>A motion was made by Morris and seconded by Mrozek that the Board approve the Department’s maintaining the minutes of all Closed Sessions as closed. The motion carried by roll call vote.</p>

<p>Approval of December 13, 2022, Closed Minutes</p>	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p>	<p>A motion was made by Lissner and seconded by Chambers to approve the Appraisal Board Closed Minutes from December 13, 2022. The motion carried by roll call vote.</p>
<p>Ratify Actions Taken in Closed Session</p>	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p>	<p>A motion was made by McMahon and seconded by Lissner to ratify the Board’s actions taken in Closed Session which includes Patricia McGarr authorizing the Department to affix her electronic signature on the Consent to Administrative Supervision Orders presented in Closed Session.</p>
<p>Recommendations</p> <p>The Board signed no Findings of Fact, Conclusions of Law and Recommendation to the Director</p>	<p>There were no cases for deliberation.</p>	
<p>Orders</p>	<p>Two Consent to Administrative Supervision Orders were reviewed and discussed in Closed Session.</p>	<p>The Board signed two Consent to Administrative Supervision Orders.</p>
<p>Adjournment</p>	<p>Roll Call Vote Taken: Doug Anderson – yes Sara Chambers - yes Gail Lissner – yes Cecelia Marlow – yes Patricia McGarr - yes John McMahon – yes Katie McNally - yes</p>	<p>A motion was made by Lissner and seconded by Chambers to adjourn the meeting at 12:16 p.m. The motion carried by roll call vote.</p>

	<p>Jonathan Michie – yes Mike Morris - yes Ken Mrozek – yes</p> <p>The next meeting is scheduled for February 14, 2023.</p>	
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Licensing Report

Prepared by Jeremy N Reed

December 2021

Filtered By							
<ul style="list-style-type: none"> Board = APPRAISAL START DATE = 12/01/2021 END DATE = 12/31/2021 							
1/4/2022 at 4:21:23 PM							
Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	3	4	0	16	1,271
555	Licensed Appraiser Education Provider	0	0	0	0	0	20
556	Certified Residential Real Estate Appraiser	0	4	2	0	6	1,764
557	Associate Real Estate Trainee Appraiser	0	10	7	0	6	313
558	Appraisal Management Company	0	2	0	0	1	160
572	Temporary Practice Real Estate Appraiser	0	6	3	0	0	36
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	117
575	Licensed Appraiser CE Course	0	1	9	0	0	383
Totals		0	26	25	0	29	4,064

Client: Illinois Real Estate Appraiser Program(ILRAP)

Test Program: Certified General Appraiser Examination - AC

Exam Type: Certified General Appraiser Examination - AC

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	2	2	100.0%	0	0.0%	0	0.0%	2
Total	2	2	100.0%	0	0.0%	0	0.0%	2

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	3	1	33.3%	2	66.7%	0	0.0%	3
Repeater	3	1	33.3%	2	66.7%	0	0.0%	3
Total	6	2	33.3%	4	66.7%	0	0.0%	6

APPRAISAL PROSECUTION REPORT 2021

DECEMBER

	Pending /Open Cases	AP cases less than 3 months	AP cases over 3 months	AP cases over 6 months	AP cases over 9 months	AP cases over 12 months	AP cases over 24 months	Formal Complaints Filed	Informal Conferences held	New Cases Rec'd	CLOSED	CLOSED Admin	CLOSED Admin Warn Letter	Closed CE with memo	CLOSED Formal Order	CLOSED: Consent Order	CLOSED: Non-Disc Order / CAS	IL Inc Tax	Child Support	Motion for Rehearing filed
JANUARY	31	2	6	5	2	15	1	2	2	2	6	1	1	0	2	0	2	0	0	0
FEBRUARY	31	1	7	4	4	14	1	1	3	1	1	0	0	0	1	0	0	0	0	0
MARCH	26							0	2	1	6	1	0	0	1	1	3	0	0	0
APRIL	21	1	2	2	3	12	1	1	1	0	5	3	0	0	0	1	1	0	0	0
MAY	22	2	2	3	3	10	2	0	1	2	1	1	0	0	0	0	0	0	0	0
JUNE	17	3	1	1	2	8	2	2	3	1	6	3	0	2	0	1	0	0	0	0
JULY	20	6	1	1	2	8	2	0	1	7	4	1	1	0	0	2	0	0	0	0
AUGUST	23	14	1	0	0	6	2	1	1	10	7	0	0	0	0	3	3	1	0	0
SEPTEMBER	18	10	3	0	0	5	0	0	3	11	16	2	2	0	1	1	2	8	0	0
OCTOBER	20	12	2	1	0	4	1	1	2	5	3	1	0	0	0	0	0	2	0	0
NOVEMBER	19	11	3	0	0	4	1	0	2	7	8	1	0	0	0	1	2	4	0	0
DECEMBER	21	11	5	0	0	4	1	0	0	5	3	0	0	0	0	0	0	3	0	0
TOTAL								8	21	52	66	14	4	2	5	10	13	18	0	0

NEW CASES			RECEIVED						Dec	
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP		TOTAL
3				2						5