



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Real Estate

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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: February 13, 2024

Call to Order: 10:00 a.m. – Gail Lissner - Chairperson

Location: Illinois Department of Financial and Professional Regulation "IDFPR" /Division of Real Estate "DRE"
555 West Monroe Street, 5th Floor, Conference Room 5C5
Chicago, Illinois 60661
And
Via Interactive Video Conference at IDFPR
320 West Washington Street, 3rd Floor, Conference Room 376
Springfield, Illinois 62786

Board Members Present: Douglas Anderson, Sara Chambers, Gail Lissner, Patricia McGarr, Jonathan Michie, Faiq Mihlar, Mike Morris, Ken Mrozek, Christopher Posey, Brian Weaver (Non-Voting)

Board Members Absent: Cecelia Marlow

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

Guests Present: Melissa Cannata, Scott DiBiasio, TJ McCarthy, Sara Walsh

TOPIC	DISCUSSION	ACTION
Call to Order	<p>Chairperson Gail Lissner opened the meeting.</p> <p>Attendance Taken: Douglas Anderson - present Sara Chambers - present Gail Lissner – present Patricia McGarr – present Faiq Mihlar – present Jonathan Michie - present Mike Morris – present Ken Mrozek – present Christopher Posey – present</p>	<p>The meeting was called to order at 10:00 a.m.</p>
Review and Approval of Board Minutes	<p>The Board reviewed the Open Minutes from the December 12, 2023, and the January 9, 2024, Appraisal Board meetings.</p>	<p>A motion was made by McGarr and seconded by Posey to approve the Open Minutes as presented from the December 12, 2023, and the January 9, 2024, Appraisal Board meeting. The motion carried.</p>
Public Comments	<p>The members of the public introduced themselves. There were no comments.</p>	
Licensing and Education Report	<p>The Licensing Report for activity conducted in January 2024 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>Nathaniel Chandler provided an update on the 2023 Appraisal continuing education (CE) audit. Mr. Chandler explained that the Director has indicated interest in emailing a second notice to the appraisers who have not responded to their first CE audit notice.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved: 17 Education Courses 6 log audits 10 Out of State CE request 0 Non-Student Activity 13 Endorsement Applications</p>	

	8 Application Reviews	
Investigations Report	The Investigations Report through the month of January 2024 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 Prosecutions Report through the month of January 2024 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.	
Appraisal Education Course Approval	<p>Appraisal Course reviewed and approved by Brian Weaver:</p> <p>Aloft (CE) 2024-2025 7 Hour National USPAP Update Course</p> <p>Appraisal Courses reviewed and approved by Mike Morris:</p> <p>ASFMRA (QE) 2024 15- Hour National USPAP, 15 hours</p> <p>ASFMRA (CE) Discounted Cash Flow Application & Analysis, 4 hours</p> <p>ASFMRA (CE) Exploring Data Log & Click Forms Features & Tools, 4 hours</p> <p>Appraisal Courses reviewed and approved by Sara Chambers:</p> <p>American Society of Appraisers (CE) 2024-2025 7 Hour National USPAP Update, 7 hours</p> <p>Appraiser eLearning (CE) 2024 Appraiser's Conference & Trade Show Day 1, 7 hours</p> <p>Appraiser eLearning (CE) 2024 Appraiser's Conference & Trade Show Day 2, 7 hours</p> <p>Chicago Chapter of the Appraisal Institute (CE) Conditions of the Chicago Real Estate Market 2024, 7 hours</p>	A motion was made by Posey and seconded by Michie to recommend approval of the 17 Appraisal Education applications reviewed by the Board members and presented by Mary Crocker. The motion carried.

	<p>The CE Shop (QE) 2024 15-Hour National USPAP Update Synchronous, 15 hours</p> <p>The CE Shop (CE) The Supervisor/Trainee Course AQB Portion - Online, 4 hours</p> <p>Appraisal Course reviewed and approved by Christopher Posey:</p> <p>Appraisal Institute (QE) 2024 15-Hour USPAP Update Course, 15 hours</p> <p>Appraisal Courses reviewed and approved by Jonathan Michie:</p> <p>Appraisal Institute (CE) Valuation Bias the Invisible Fence of Racial Discrimination-Online, 15 hours</p> <p>Chicago Chapter (CE) Un Update to Cook County Real Estate Taxations, 2 hours</p> <p>McKissock (CE) 2024 15-Hour National USPAP Synchronous, 15 hours</p> <p>Appraisal Course reviewed and approved by Douglas Anderson:</p> <p>McKissock (CE) Introduction to Appraising Owner-Occupied Commercial Properties, Asynchronous</p> <p>Appraisal Courses reviewed and approved by Ken Mrozek:</p> <p>The CE Shop (QE) Basic Appraisal Principles - Asynchronous, 30 hours</p> <p>The CE Shop (QE) Basic Appraisal Procedures - Asynchronous, 30 hours</p>	
<p>Formal Hearing Schedule</p>	<p>There were no formal hearings scheduled.</p>	

Old Business	There was no Old Business to discuss.	
New Business	Jennifer Rossiter Moreno reminded the Board that the Governor’s office is emphasizing that Board members must complete their mandatory One Net training courses and especially Ethics Training, on or before March 15, 2024. Ms. Moreno instructed the Board to contact their board liaison if they have any issues with One Net.	
Motion to go into Closed Session	<p>Roll Call Vote Taken:</p> <p>Doug Anderson - yes</p> <p>Sara Chambers - yes</p> <p>Gail Lissner – yes</p> <p>Patricia McGarr - yes</p> <p>Jonathan Michie – yes</p> <p>Faiq Mihlar - yes</p> <p>Mike Morris – yes</p> <p>Ken Mrozek – yes</p> <p>Christopher Posey – yes</p>	A motion was made by Posey and seconded by Mrozek to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:13 a.m. The motion carried by roll call vote.
Closed Session:	<p>The December 12, 2023, closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	
<p>Motion to go into Open Session</p> <p>Approval of December 12, 2023, Closed Minutes</p> <p>Ratify Actions Taken in Closed Session</p>		<p>A motion was made by Posey and seconded by Mrozek to go into Open Session at 11:12 a.m. The motion carried.</p> <p>A motion was made by McGarr and seconded by Anderson to approve the Appraisal Board Closed Minutes from December 12, 2023. The motion carried.</p> <p>A motion was made by Michie and seconded by Posey to ratify the Board’s actions taken in Closed Session which includes Jonathan</p>

<p>Closed Minutes Remain Closed</p> <p>Recommendations</p> <p>The Board signed no Finding of Fact, Conclusions of Law, and Recommendations to the Director</p> <p>Orders</p>	<p>There was one case for deliberation.</p> <p>IDFPR v. Cherron Phillips Case # 2023-01660</p> <p>Two Consent to Administrative Supervision Orders were reviewed and discussed in Closed Session.</p>	<p>Michie signing two Consent to Administrative Supervision Orders. The motion carried.</p> <p>A motion was made by Lissner and seconded by Posey that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried.</p> <p>The Board deferred consideration of Case # 2023-01660 IDFPR v. Cherron Phillips, until the next meeting on March 12, 2024.</p> <p>The Board concurred in two Consent to Administrative Supervision Orders.</p>
<p>Adjournment</p>	<p>The next meeting is scheduled for March 12, 2024.</p>	<p>A motion was made by Michie and seconded by McGarr to adjourn the meeting at 11:13 a.m. The motion carried.</p>

Licensing Report

Prepared by Nathaniel Chandler

February 2024

Filtered By

- Board = APPRAISAL
- START DATE = 02/01/2024
- END DATE = 02/29/2024

3/5/2024 at 8:24:29 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	9	9	0	2	1,353
555	Licensed Appraiser Education Provider	0	0	0	0	0	22
556	Certified Residential Real Estate Appraiser	0	4	7	0	0	1,700
557	Associate Real Estate Trainee Appraiser	0	8	11	0	2	334
558	Appraisal Management Company	0	0	2	0	0	135
572	Temporary Practice Real Estate Appraiser	0	7	5	0	0	29
573	Licensed Appraiser Pre-Lic Course	0	1	0	0	0	128
575	Licensed Appraiser CE Course	0	11	11	0	0	500
Totals		0	40	45	0	4	4,201

Illinois Real Estate Appraiser Program

From: 2/1/2024 To: 2/29/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	0	0.00	2	100.00	2
	Repeat	1	100.00	0	0.00	1
	Total	1	33.33	2	66.67	3
Certified Residential Appraiser Examination	First Time	1	100.00	0	0.00	1
	Repeat	1	50.00	1	50.00	2
	Total	2	66.67	1	33.33	3



