

MINUTES OF MEETING
OF
LOUISIANA REAL ESTATE APPRAISERS BOARD
September 14, 2020

The Louisiana Real Estate Appraisers Board held its regular business meeting, via Zoom teleconference, at 9:00 a.m. on Monday, September 14, 2020, according to regular call, of which all members of the board were duly notified, at which meeting the following members were present:

BOARD

Kara A. Platt, Chair
Rebecca A. Rothschild, Secretary
H. Carter Leak, IV
Mark Major
Terry Myers
F. Troy Williams
Margaret K. Young

STAFF

Bruce Unangst, Executive Director
Arlene Edwards, Legal Counsel
Summer Mire, Deputy Director
Anne Brassett, Program Administrator
Logan Cockerham
Melissa Fowler
Mark Gremillion
Telly Hollis
Ryan Shaw
Henk vanDuyvendijk
Jenny Yu

Board members Robert McKinnon, Windy Hartzog, and Terry Myers were unable to attend the meeting.

GUESTS

Cheryl Bella
Melissa Bond
Janis Bonura
Bill Ellis
Todd Green
Mitch Kapoulas
Ross Shuffield

Call to Order

Ms. Platt called the meeting to order. Ms. Rothschild called roll to ensure a quorum was present. Mr. Williams led the Invocation; Ms. Platt led the Pledge of Allegiance.

Approval of Minutes

On motion made by Mr. Russell and seconded by Mr. Williams, the minutes of the July 13, 2020 meeting were unanimously approved by roll call vote as written and circulated.

Budget Report

Ms. Yu provided the budget report for the period ending August 31, 2020 (*See Attachment A*). Although revenue is down by \$20,000.00, the budget is up \$8,600.00 from this time last year.

Director's Report

Regarding the deficit in the budget, Director Unangst advised that, due to staggered renewal cycles, 25% more appraisers will be renewing this year. Therefore, he feels confident we are on track to meet our revenue projection.

The Appraiser Qualifications Board recently adopted changes to its Property Appraiser Qualifications Criteria, effective January 1, 2021, to raise the transaction value for the appraisal of complex one-to-four residential units from the \$250,000 threshold to \$400,000. Several board members inquired about raising the threshold for residential appraisers in Louisiana, to which Director Unangst advised legislation action would be required.

Unfinished Business - No report given.

New Business

At the July 13, 2020 meeting, board members and staff discussed mandating the Supervisor/Trainee class for all licensed appraisers. While the course is currently required as a prerequisite to obtaining a Trainee License (both the trainee applicant and his/her supervisor must complete the class one time only), Mr. vanDuyvendijk advised that he and Ms. Young encounter numerous deficiencies when reviewing experience logs submitted by candidates for certification. Obviously, many trainees, and certified appraisers as well, are unfamiliar with our laws and rules. Director Unangst noted that the Appraiser Qualifications Board (AQB) has a standardized outline for this course; we would only need to incorporate our law and rules. He has received a cost proposal from Melissa Bond, a certified instructor in Mississippi, to teach this course in Louisiana. Ms. Young made motion, seconded by Mr. Russell, to authorize staff to move forward with the Supervisor/Trainee course mandate, make the experience log online fillable, and possibly require trainees to submit their log to the reviewers at the onset of their trainee period to ensure proper completion. Motion passed by unanimous roll call vote.

Director Unangst updated the Board on the upcoming USPAP Update seminars, providing an overview of live offerings with current COVID restrictions. The seminars, previously scheduled for earlier this year, will be offered in Shreveport, Baton Rouge, Lafayette, and Kenner next month. Ms. Shaw is currently working on finding venues that can handle the occupancy, and hopes to have everything finalized this week.

Mr. Shuffield has discussed live versus virtual USPAP class offerings with many appraisers. The ratio of those who prefer virtual to live is almost split down the middle. He advised that offering the seminar virtually is certainly doable; however, careful monitoring is a must to that attendees are actively engaged and listening at all times.

Director Unangst has spoken with Bob Brooks School of Real Estate, who currently offers online/virtual instruction. They would be able to provide technical support for virtual USPAP classes. It was agreed that the option for virtual instruction should be available on a "test run" for the Shreveport seminar since registration is usually light. Mr. Russell made motion, seconded by Ms. Young, to move forward with a virtual classroom offering for the Shreveport seminar, and contract with Bob Brooks School of Real Estate for technical support. Motion passed by unanimous roll call vote. It was recommended that attendance for the virtual class be limited to 50. The books will be mailed out to those registered for online instruction.

There being no further business to discuss, the meeting was adjourned by unanimous vote.

Kara Platt, Chairperson

Rebecca Rothschild, Secretary