



JOHN BEL EDWARDS
GOVERNOR

State of Louisiana
LOUISIANA REAL ESTATE APPRAISERS BOARD

SEPTEMBER 13, 2023

MEETING MINUTES

On Wednesday, September 13, 2023, the Louisiana Real Estate Appraisers Board (“LREAB” and/or “Board”) conducted its regularly-scheduled, monthly meeting in-person and at the Board’s domicile office located at 9071 Interline Avenue, Baton Rouge, LA 70809 in accordance with La. R.S. 37:1430 *et seq* and other applicable law.

Commission Members Present:

Mr. F. Troy Williams, Chair (At-Large)

Mr. Bennett E. Oubre (6th CD)

Mr. Robert Russell, Vice Chair (4th CD)

Ms. Rebecca A. Rothschild (At-Large)

Mr. Terry L. Myers, Secretary (3rd CD)

Ms. Margaret K. Young (2nd CD)

Mr. Daniel A. Blanchard (1st CD)

Commission Members Absent:

Mr. H. Carter Leak, IV (5th CD)

Ms. Kara A. Platt (5th CD)

Staff Present:

Ms. Summer S. Mire, Executive Director

Mr. Mark Gremillion

Mr. Thomas E. Devillier, Deputy Director/Executive Counsel

Mr. Jeremy Travis

Ms. Arlene C. Edwards, General Counsel

Ms. Nikki Wallace

Ms. Anne Brassett

Ms. Tiffany Williams

Ms. Allison Burnette

Ms. Jenny Yu

Ms. Debbie DeFrates

LOUISIANA REAL ESTATE APPRAISERS BOARD

September 13, 2023, *Meeting Minutes*

Page 2 of 4

Others Present:

Ms. Melissa Bond

Mr. Neal Fenochietti, Appraisal
Subcommittee (ASC) (FFIEC)

Ms. Maria Brown, Appraisal Subcommittee (ASC)
(FFIEC)

I. CALL TO ORDER

Chairman Williams called the meeting to order at or about 10:00 a.m. A roll call was conducted in open meeting. See attendance detailed above. Secretary Myers led the invocation, and Chairman Williams led the Pledge of Allegiance.

II. PUBLIC COMMENTARY

Ms. Melissa Bond delivered an update regarding the Louisiana Practical Appraiser Training program. Ms. Bond stated that she has received contact from individuals across the state to inquire about participating in the program. Ms. Bond stated the budget and content has been prepared and ready to go when the Board is ready to move forward. Ms. Mire added that the Board will need to wait until the new ASC grants are awarded and announced. Ms. Bond stated that information should be available around October 2023.

III. APPROVAL OF MINUTES OF JULY 17, 2023

Vice Chair Russell made a motion, which was seconded by Mr. Blanchard, and unanimously approved to adopt the minutes of the July 17, 2023, meeting as written and circulated (Exhibit A).

IV. EXECUTIVE DIRECTOR REPORT

1. Introduction of Appraisal Subcommittee (ASC) Policy Managers: Ms. Mire introduced the Board to Ms. Maria Brown and Mr. Neal Fenochietti, the Board's ASC policy managers. Ms. Mire stated that as part of their compliance audit review, Mr. Fenochietti and Ms. Brown would be monitoring the meeting, including executive session. They will also be presenting an exit interview regarding the ASC's audit of the Board's appraiser program and the Board's appraisal management company program.

2. License Renewals: Ms. Mire stated that license renewals will begin in the next month. Ms. Mire reminded the Board that staff will still require applicants to submit all continuing education information prior to renewing their licenses. Ms. Mire reported that the Board is currently working with its IT database developer to receive electronic reports from schools and vendors. Once that process is automated, applicants will no longer be required to send in their education certificates to complete the renewal process as the Board will receive that information directly from the schools and vendors. Ms. Mire hopes the automated process will be made effective during 2024.

LOUISIANA REAL ESTATE APPRAISERS BOARD

September 13, 2023, *Meeting Minutes*

Page 3 of 4

3. “Licensed Residential Appraiser” Classification: Ms. Mire stated that email messages about the “Licensed Residential Appraiser” license classification have been sent to licensees and also shared on the Board’s social media page and website. Ms. Mire stated that Mr. Travis is working on additional educational content to be sent to licensees about the new credential.

4. PAREA Update: Ms. Mire stated she received an email from the Appraisal Institute stating that the new Practical Applications of Real Estate Appraisal (PAREA) program has been released. Ms. Rothschild stated that she talked to someone who was completing the program while attending the Association of Appraiser Regulatory Officials (AARO) and she was very impressed with the information she received about the program.

V. BUDGET REPORT

Ms. Yu reviewed the Annual Financial Audit Report (Exhibit B) and the Board’s budget as of August 2023 (Exhibit C). Ms. Yu also presented the project budget report for fiscal years 2023-24 and 2024-25. Secretary Myers made a motion, which was seconded by Vice Chair Russell, and unanimously approved to approve the revised budget for fiscal year 2023-24 and the projected budget for fiscal year 2024-25.

Ms. Mire directed the Board’s attention to the *Louisiana Attestation Questionnaire* (Exhibit D) and explained that she has already completed the questionnaire, but would like the Board to review the content. Mr. Oubre made a motion, which was seconded by Secretary Myers, and unanimously approved the questionnaire as completed by Ms. Mire. Ms. Mire stated that she would need the signatures of the Chair and Vice Chair to finalize and submit the document.

VI. UNFINISHED BUSINESS

1. Fee Schedule Discussion. Ms. Mire opened a discussion regarding the current fee schedule administered by the Board. The question was raised at a prior Board meeting whether to possibly increase fees charged. Ms. Burnette is researching the fee schedule currently used by other states and found that some fees charged by the Board are lower than fees in other nearby states. After discussion, the Board agreed that the current fee schedule should be reconsidered and asked Ms. Mire and Ms. Burnette to prepare a comparative document that would reflect proposed changes and how present and proposed LREAB fees compare with other regional, neighboring states.

VII. NEW BUSINESS

1. Continuing Education Requirements. Mr. Oubre made a motion, which was seconded by Mr. Blanchard, and unanimously approved to add discussion of LREAB’s compliance policy and corrective education requirements to the meeting agenda. Mr. Oubre stated that he would like to explore the idea of not allowing corrective education to satisfy licensees’ routine, continuing education requirements. Mr. Devillier provided background, clarifying the Board’s 2021 adoption of the existing compliance policy. The 2021 Board did not want to punish minor or technical violations, which do not involve the competency rule or ethics rule (USPAP), with more formal action that would require formal reporting to the ASC. The 2021 Board did not want such formal

LOUISIANA REAL ESTATE APPRAISERS BOARD

September 13, 2023, *Meeting Minutes*

Page 4 of 4

disciplinary action to deter current or potential appraisers from remaining in or entering the appraisal industry as there are less than 2000 licensed appraisers in Louisiana. Ms. Mire and Mr. Devillier stated they would prepare proposed revisions to the compliance policy and present it to the Board at the next meeting, so the current Board members can decide if any change is warranted and/or necessary. With the Board's permission, Ms. Melissa Bond added additional comments to the discussion, cautioning the Board against making changes to the existing policy since Louisiana has seen a decline in the number of licensed appraisers.

VIII. EXECUTIVE SESSION

Mr. Oubre made a motion, which was seconded by Secretary Myers, to enter executive session. Per the agenda, the purpose of the executive session was to "conduct strategy sessions or negotiations with respect to collective bargaining, prospective litigation after formal written demand, or litigation when an open meeting would have a detrimental effect on the bargaining or litigation position of the public body," relative to: Office of the Commissioner, Division of Administration; June 28, 2023 Commissioner's decision, regarding contracts between the Louisiana Real Estate Appraisers Board and Constantine Cannon, LLP (See La. R.S. 42:17 (A)(2)). A roll call vote was conducted, and the motion passed unanimously. In accordance with Title XI of FIRREA (1989), the ASC policy managers attended the Board's executive session in its entirety.

Secretary Myers made a motion, which was seconded by Vice Chair Russell, to call the open meeting back to order. A roll call vote was conducted, and the motion passed unanimously.

Secretary Myers made a motion, which was seconded by Mr. Blanchard, to authorize staff to deliver the revised draft email to Mr. Keith Armstrong, counsel for Constantine Cannon, LLP, as directed. A roll call vote was conducted, and the motion passed unanimously.

IX. ASC EXIT REPORT

Ms. Brown and Mr. Fenochietti delivered an update regarding the ASC's ongoing audit and thanked the Board's staff for their help in completing the process.

X. ADJOURNMENT

There being no further business, Secretary Myers made a motion to adjourn, which was seconded by Vice Chair Russell, and unanimously approved.