



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
REAL ESTATE APPRAISER COMMISSION
MEETING MINUTES**

DATE: Thursday, January 18, 2024

TIME: 10:00 a.m.

COMMISSIONERS: Scott Biethan, Chair
Claire Elston, Vice Chair
Stan Sidor, Commissioner
Dean Potter, Commissioner
Denise Stephens, Commissioner
Jay Sporn, Commissioner (Late Arrival)

STAFF MEMBERS: Sandy Baur, Program Specialist
Saundra Schaefer, Program Specialist
Eugene Mustin, Assistant Administrator
Nathan Buck, Investigator

1. Call to Order

Chair Scott Biethan called the meeting to order at **10:01 a.m.**

2. Roll Call

Chair Biethan, Vice Chair Elston, Commissioner Potter, Commissioner Sporn, Commissioner Sidor, Commissioner Stephens

Program Specialist Saundra Schaefer conducted roll call. All commissioners were present except for Commissioner Jay Sporn who arrived later.

3. Approval of Agenda

Commissioner Stan Sidor made a **MOTION** to approve the order of agenda as presented. Vice Chair Claire Elston **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

Vice Chair Elston asked for headings on two coversheets in the Commissioners' meeting packet to be changed from "Home Inspector Advisory Licensing Board" to "Real Estate Appraiser Commission." Program Specialist Sandy Baur said the corrections would be made.

4. Approval of Minutes

4.1. Approval of October 12, 2023 Minutes

Commissioner Sidor made a **MOTION** to approve the October 12, 2023, meeting minutes as presented. Vice Chair Elston **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

5. Awards/Recognition

None.

6. Old Business

6.1. Practical Applications of Real Estate Appraisers (PAREA) and Appraisers Qualifications Board (AQB) Update

Staff will provide an update.

Ms. Baur provided a report from the December 29, 2023 PAREA public hearing. She said the CR-103P filing date was January 9, 2024 and would become effective February 9, 2024.

Commissioner Sporn joined the meeting at 10:08 a.m. during this topic.

7. New Business

7.1. Election of Officers

Commissioners will appoint a Chair and Vice Chair, whose terms will become effective at the following meeting.

Ms. Schaefer provided an overview of the responsibilities and expectations for the Chair and Vice Chair positions.

Commissioner Dean Potter made a **MOTION** to nominate and appoint Scott Biethan as Chair for 2024. Commissioner Sidor **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

Chair Biethan made a **MOTION** to nominate and appoint Claire Elston as Vice Chair for 2024. Commissioner Sidor **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

8. Reports

Report-outs and/or data will be shared on the following topics.

8.1. Subcommittee Reports

8.1.1. Mass Appraisal Education Requirements (MAER) Subcommittee

Commissioner Denise Stephens said the subcommittee was reviewing education requirements and the possible overlap between mass appraiser and residential appraiser licenses. She said Department of Licensing (DOL) Education Manager Tim Allen would be assisting the subcommittee's work going forward.

Vice Chair Elston asked whether the subcommittee would also look for any overlap with general appraisers. Commissioner Stephens said it would.

8.1.2. House Bill (HB) 1110 Subcommittee

Report out and Commission discussion on this topic.

Chair Biethan reminded the Commission that they were not a lobbying organization. He also said he would allow public comment specific to HB 1110 during this topic.

The Commission reviewed and discussed the draft of a memo regarding HB 1110 that the subcommittee had drafted. Discussion included clarification on some points, editing suggestions, and who the memo should be sent to once finalized.

Members of the public Dave Towne, Richard Hagar, and Todd Redington provided suggestions and information related to the topic.

Chair Biethan said the public could submit additional comments regarding the memo to Commission staff by emailing DOLBoards@dol.wa.gov. Ms. Baur said members of the public could request meeting materials or submit questions to the subcommittee at that email address.

Commissioner Potter made a **MOTION** to adopt the memo with the discussed edits (stated by Chair Biethan) to include refinements of unintentional subdivision and refinements with hybrid. Commissioner Sidor **SECONDED** the motion with an amendment to include a statement that the review process was ongoing, and the memo might be amended.

Chair Biethan restated the motion to avoid any confusion from the discussion.

The motion was further amended by Commissioner Potter to include a revision in the memo that would reference that this is a work in progress. Commissioner Sporn **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

ACTION ITEM: House Bill 1110 Subcommittee to make suggested changes to the HB 1110 memo, then provide the final draft to Commission staff.

8.2. Central Investigations and Audits Unit

8.2.1. Complaint Case Counts

Ms. Baur reviewed the Complaint Case Count reports with the Commission.

Central Investigations and Audits Unit (CIAU) Investigator Supervisor Nathan Buck gave a brief overview of the work performed by the CIAU.

Assistant Administrator Eugene Mustin provided the Commission with a summary of his role with CIAU and how it relates to the Commission.

8.3. Licensee and Customer Support Services

8.3.1. Licensee Count Report

Ms. Baur reviewed the Licensee Count reports with the Commission.

8.4. Boards, Commissions, and Outreach Unit

8.4.1. Review of Master Action Items List

Ms. Schaefer reviewed the Master Action Item List with the Commission.

9. Public Comments

The public may address the Commission on matters within the Commission's jurisdiction, either verbally during the meeting or by submitting written comments. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to DOLBoards@dol.wa.gov no less than two business days prior to the meeting with the subject line "Public Comment: Real Estate Appraiser Commission." In response to all public comments, the Commission is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.

Ms. Baur read a written public comment submitted by Bob Mossuto expressing concern with the way DOL interpreted the qualification standards published by the AQB that has resulted in a formal complaint. The written comment also said the actions of the DOL and the Commission had caused turmoil and hardship for appraiser trainees throughout the state.

A member of the public, Todd Reddington, addressed the Commission and said recent bills passed through legislation lacked definition and had inconsistent terminology. He said appraisers should be proactive in the early planning stages of the bills.

A member of the public, Preston Knutson, asked the Commission whether there had been discussion on reducing the 2,500 hours within 24 months requirement to become a residential appraiser.

A member of the public, Dave Towne, addressed the Commission regarding appraisal versus prospective appraisal and said appraisers needed to keep USPAP in mind when analyzing sites as a current valuation assignment.

10. Conclusion

10.1. Announcements

Commissioner Potter congratulated Chair Biethan and Vice Chair Elston on their reappointment to their respective roles. He said he appreciated the efforts they both made for the Commission.

10.2. Requests for Future Agenda Items

Commissioner Potter asked to have an update on any changes to the HB 1110 Memo.

Chair Biethan requested a discussion on the DOL's interpretation of training qualification standards published by the AQB.

10.3. Review of Action Items and Agenda Items for Next Meeting

Ms. Schaefer reviewed the action and agenda items captured during the meeting:

- House Bill 1110 Subcommittee to make suggested changes to the HB 1110 memo, then provide the final draft to Commission staff.
- Staff to send final version of HB 1110 Subcommittee's memo to anyone that requests a copy.
- Commission staff to send final version of HB 1110 Subcommittee's memo to policy and legislative unit.

11. Adjournment

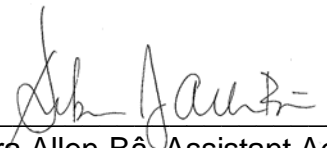
Chair Biethan adjourned the meeting at **12:07 p.m.**

Next Commission Meeting:

April 18, 2024

10:00 a.m.

Virtual via Microsoft Teams

Submitted by: 
Debra Allen-Ba, Assistant Administrator

April 18, 2024
Date

Approved by: 
Scott Biethan, Chair

April 18, 2024
Date