

**MEETING OF THE RHODE ISLAND
REAL ESTATE APPRAISERS BOARD**

DATE: July 1, 2009

TIME: 9:30 a.m.

**PLACE: Department of Business Regulation
69-1 Conference Room
1511 Pontiac Avenue
Cranston, RI 02920**

MEMBERS PRESENT:

Bill Coyle, III -Chairman, S. Keith White, Jr. – Vice Chairman, Rory Budlong, Kenneth Cote, Lee Gallucci, Gregory Kwiatkowski, Jamie Moore, Jerry Roch, Neena Savage – Chief of Legal Services, Ellen Balasco – Deputy Chief of Legal Services, Richard Berstein – Executive Counsel, DBR, Deanna Daniels – Appraisal Section Licensing Aide, William DeLuca – Acting Real Estate Administrator, Maria D’Alessandro – Associate Director of Commercial Licensing and Racing and Athletics, and Michael Marques – Director of the

Department of Business Regulation.

GUESTS PRESENT:

Kristi Klamet and Neal Fenochietti, Regulatory Policy Managers from the Appraisal Subcommittee (ASC).

The Chairman called the meeting to order at 9:35 a.m.

The Chairman asked for a motion to accept the open session minutes of the last meeting. Jamie Moore made the motion. Lee Gallucci seconded the motion. All were in favor. The Chairman asked for a motion to accept the executive session minutes of the last meeting. Lee Gallucci made the motion. Jamie Moore seconded the motion. All were in favor.

The following courses and seminars were reviewed:

Appraisal Institute (Chicago Chapter)

An Introduction to Valuing Green Buildings

Appraising Manufactured Housing

Commercial Appraisal Engagement & Review Seminar for Bankers & Appraisers

Computer Enhanced Cash Flow Modeling

General Demonstration Appraisal Report Writing Seminar

Litigation Appraising: Specialized Topics & Applications

REO Appraisal: Appraisal of Residential Property for Foreclosure

&Pre-Foreclosure

Residential Design: The Making of a Good House

Scope of Work

The Appraiser as an Expert Witness: Preparation & Testimony

Jerry Roch made a motion to approve all continuing education courses submitted for a period of one year. Ken Cote seconded the motion. All were in favor.

The Chairman asked for any comments on the proposed Appraisal Management Company Registration and Regulation Model Act. No discussion.

A discussion ensued on the core curriculum submitted by Patrick Treacy for approval. The Board was unable to determine if the courses are acceptable due to lack of information provided. Ken Cote made a motion to have Mr. Treacy submit additional information (i.e.) course descriptions, syllabuses, etc. to the Department for further review.

At 9:50 a.m. the Chairman asked for a motion to leave the open session and convene to executive session. Lee Gallucci made the motion. Jerry Roch seconded the motion. All were in favor.

At 10:50 a.m. the Chairman asked for a motion to adjourn from executive session and reconvene in open session. Keith White made

the motion. Jamie Moore seconded the motion. All were in favor.

The Chairman introduced guests Kristi Klamet and Neal Fenochietti of the Appraisal Subcommittee (ASC) to the Board and turned the meeting over to them to discuss their preliminary findings of the 2009 review of the Real Estate Appraisers Section.

Ms. Klamet encouraged the use of the National Registry database, which is very detailed; instead of requiring temporary practice permit applicants to submit letters of good standing from their home states. Kristi recommended updating certain areas in the Rhode Island General Laws and to Commercial Licensing Regulation 10 – Real Estate Appraiser regulations to avoid confusion of verbiage. Kristi discussed the approval of continuing and qualifying education courses, specifically ensuring the courses for approval are relevant to the appraisal field, as well as, having verification from IDECC and the AQB. Also, those individuals who are secondary providers for an AQB approved course must supply proof of license agreement between the course provider and the secondary course provider. She recommended adding the language, “All USPAP instructors must be certified appraisers” to the education approval application. Ms. Klamet requested the removal of a continuing education course being offered at the RI Association of Realtors entitled “Personal Property Appraisal”, deeming it unsuitable for appraisers.

Ms. Klamet discussed enforcement, stating the complaint logs have

vastly approved. Ms. Klamet noted the doubling of the amount of complaint cases the Board has handled in the last two years. She felt the complaint files were very well documented, however there was still room for improvement. Kristi recommended adding the meeting minutes to the files, including notes, e-mails, written recommendations, etc.; citing the files should read like a story. She thought the use of a checklist would be beneficial. Kristi informed the Board of a training session for investigators being offered to all RI board members and staff by the Appraisal Foundation. Ms. Klamet strongly recommended the training and/or the hiring of an additional staff person, if feasible.

Ms. Klamet addressed a number of issues she found in the upgrade applications received in 2007, before the January 08' AQB requirements became effective. Several of the approved experience logs did not meet the standard minimum requirements. The number of hours claimed for each appraisal was excluded from the lists. Per Kristi, all applicants who upgraded their license or certification during the transition period need to be identified and required to submit modified logs.

The Chairman and Director Marques thanked Ms. Klamet and Mr. Fenochietti for their input and recommendations.

At 12:20 p.m. the Chairman asked for any public comments. There being none, he requested a motion for adjournment. Keith White

**made the motion. Ken Cote seconded the motion. All were in favor.
The meeting was adjourned.**

The next meeting will be held on August 5, 2009 at 9:30 a.m.

Respectfully submitted,

William J. DeLuca

Acting Real Estate Administrator