

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
February 8, 2012**

The meeting was called to order by Christopher Italia, Chairman, at 8:30 a.m. in Room-126 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: Christopher Italia, Chairman (Cert. Gen. App. - 1st District)
Gerald Rasmussen (Cert. Gen. App. – 4th District)
Sean T. Hagearty (Cert. Gen. App. - 2nd District)
Nicholas J. Tetreault (Cert. Gen. App. - 3rd District)
Norris Hawkins (Public Member - 1st District)
John Parda (Public Member - 5th District)

Commission Members Absent: Francis Buckley, Jr. (Cert. Gen. App. - 2nd District)

Commission Vacancies: One Public Member

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille
Vicky Bullock
Robin Washbond

Public Present: None

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax: (860) 713-7230.

Agency Web site: www.ct.gov/dcp **Division E-Mail:** DCP.OccupationalProfessional@ct.gov

MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to approve the minutes of the January 11, 2012 CT Real Estate Appraisal Commission meeting.

REQUESTING EQUIVALENT EDUCATION CREDIT

1. Robert Knoegel, RCR – CCMA 1B Course
It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the motion carried unanimously to grant Mr. Knoegel eighteen (18) hours equivalent education credit.

2. Paul Champagne, RCG - IREI Conferences
It was moved by Commissioner Italia, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Mr. Champagne eighteen (18) hours equivalent education credit.

3. Dan Walsh, RCR – Principles & Practices (MA)
It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Mr. Walsh eighteen (18) hours equivalent education credit.

4. William Day, RCG – CCMA Valuation of Wireless Communication Towers, Society of Professional Assessors Annual Seminar, CAAO Course/Seminar
It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Mr. Day eighteen (18) hours equivalent education credit.

5. Dan Conte, RCR – Credit for teaching Basic Appraisal Procedures
It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to grant Mr. Conte fourteen (14) hours equivalent education credit.

6. Paul Isolda, RCR – Credit for teaching Basic Appraisal Principles
It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to grant Mr. Isolda fourteen (14) hours equivalent education credit.

7. Mary Terhune, RCR – 7-hour USPAP Update Course taught at NRAAO Conference
It was moved by Commissioner Hagearty, Commissioner Rasmussen 2nd, and the motion carried unanimously to grant Ms. Terhune seven (7) hours equivalent education credit.

8. Mark Kitchen, RCG – AICPA Fair Value Measurement and Reporting Conference and AICPA National Business Valuation Conference
It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to grant Mr. Kitchen eighteen (18) hours equivalent education credit.
9. Kevin Bill, RCG – Principles & Practices
It was moved by Commissioner Tetreault, Commissioner Rasmussen 2nd, and the motion carried unanimously to grant Mr. Bill eighteen (18) hours equivalent education credit.
10. William O'Brien, RCG – Various Assessor Courses
It was moved by Commissioner Italia, Commissioner Rasmussen 2nd, and the motion carried unanimously to grant Mr. O'Brien eighteen (18) hours equivalent education credit.
11. Michael Cilfone, RCG – Credit for CCMA 1A and CCMA 1B Courses
It was moved by Commissioner Rasmussen, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Mr. Cilfone eighteen (18) hours equivalent education credit.

It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried unanimously to add the following names to the agenda:

12. I. Max Camfield, RCG – Residential Modeling Concepts Course/IAAO
It was moved by Commissioner Tetreault, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Mr. Camfield eighteen (18) hours equivalent education credit.
13. Jennifer Lynch, RCR – CCMA 1A Course
It was moved by Commissioner Tetreault, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Ms. Lynch eighteen (18) hours equivalent education credit.

APPLICATIONS FOR REVIEW/APPROVAL

Jonathan Kloss, RCR Applicant – Seeking approval of courses/education

It was moved by Commissioner Hagearty, Commissioner Italia 2nd, and the motion carried unanimously to deny his application for hours. The Commission made the recommendation that Mr. Kloss take the following three (3) courses: Residential Sales Comparison and Income Approaches (30 hrs), Statistics Modeling and Finance (15 hrs), and Residential Appraisers Site Valuation and Cost Approach (15 hrs), for a total of 60 hours, which when combined with the courses he has already taken, will give him approximately 210 hours to comply with the pre-licensing course requirements.

Scott Reckert, RCR – Seeking approval to complete commercial work with a sponsor
Mr. Reckert did not appear at today's meeting and the Commission took no action.

NEW BUSINESS

1. Linda M Kieft-Robitaille - Seeking waiver of 2-year requirement to reinstate RCR license
It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the motion carried unanimously to grant Ms. Kieft-Robitaille a waiver of the 2-year reinstatement requirement.
2. Continuing Education Audit
The Commission will draft a recommendation to DCP Commissioner, outlining the criteria for the continuing education audit and applicable fines.
3. Upcoming Changes to Real Property Appraiser Qualifications
Real Estate Examiner Linda Kieft-Robitaille provided the Commission with a summary of the AQB's recently adopted changes to the *Real Property Appraiser Qualification Criteria* that will become effective January 1, 2015.

SCHOOL AND COURSE APPLICATIONS

AMERICAN SCHOOL OF REAL ESTATE EXPRESS

Basic Appraisal Procedures (on-line) 30 hrs PL

AMERICAN SOCIETY OF FARM MANAGERS AND RURAL APPRAISERS

Integrated Approaches to Value (A304) 30 hrs PL

Integrated Approaches to Value (A304) 18 hrs CE

APPRAISAL INSTITUTE

The Appraiser as an Expert Witness: Preparation & Testimony 16 hrs CE

Advanced Residential Report Writing, Part 2 18 hrs CE

Apartment Appraisal: Concepts & Applications 16 hrs CE

Litigation Appraising: Specialized Topics & Applications 16 hrs CE

Income Valuation of Small, Mixed-Use Properties 16 hrs CE

Advanced Income Capitalization 18 hrs CE

Business Practice and Ethics	4 hrs CE
Sales Comparison Valuation of Small Mixed-Use Properties	16 hrs CE
General Appraiser Site Valuation & Cost Approach	18 hrs CE
General Appraiser Sales Comparison Approach	18 hrs CE
General Appraiser Report Writing and Case Studies	18 hrs CE
Basic Appraisal Procedures	30 hrs PL

CAREER WEBSCHOOL (d/b/a Cengage Learning)

Basic Appraisal Principles (on-line)	30 hrs PL
Residential Market Analysis and Highest and Best Use (on-line)	15 hrs PL
Residential Market Analysis and Highest and Best Use (on-line)	14 hrs CE
Residential Appraiser Site Valuation and Cost Approach (on-line)	14 hrs CE
An FHA Single Family Appraisal (on-line)	14 hrs CE

MCKISSOCK, LP

Residential Appraisal Review – Live Webinar	7 hrs CE
Private Appraisal Assignments (on-line)	7 hrs CE
Risky Business: Ways to Minimize Your Liability (on-line)	5 hrs CE
Appraisal Applications of Regression Analysis (on-line)	7 hrs CE

It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried unanimously to add the following schools/courses to the agenda.

ALLIED BUSINESS SCHOOLS, INC

2012–2013 15-Hour Equivalent USPAP Course (on-line)	15 hrs PL
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APPRAISAL INSTITUTE

Quantitative Analysis	33 hrs PL
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MCKISSOCK, LP

Systems Built Housing: Advances in Housing for the New Millennium

7 hrs CE

REAL ESTATE TRAINING & EDUCATIONAL SERVICES

Basic Appraisal Procedures

30 hrs PL

It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried unanimously to approve the above schools/courses as marked.

ADJOURN

It was moved by Commissioner Italia, Commissioner Rasmussen 2nd, and the motion carried unanimously to adjourn the meeting at 9:45 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, March 14, 2012 at 8:30 a.m. – Room 119