

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
September 12, 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)
Norris Hawkins (Public Member - 1st District)
John Parda (Public Member - 5th District)
Francis Buckley, Jr. (Cert. Gen. App. - 2nd District)
Nicholas J. Tetreault (Cert. Gen. App. - 3rd District)

Commission Members Absent: None

Commission Vacancies: One Public Member

Commission Counsel Present: None

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

Public Present: Sarah Miller
Bruce Hunter
Garry Brooke
David Brooke
William Henry

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 Tetreault, Commissioner Rasmussen 2nd, and the motion carried unanimously to approve the minutes of the July 11, 2012 CT Real Estate Appraisal Commission meeting.

OLD BUSINESS

1. Continuing Education Audit

Examiner Linda Kieft-Robitaille provided an update on the status of the CE audit of 361 licensed appraisers and reported that 314 licensees were found in compliance, 6 voluntarily surrendered their licenses and 28 signed agreements and paid the penalty fee. The Department continues to work on the remainder of the audit.

2. CT Real Estate Academy

Examiner Kieft-Robitaille advised the Commission that the CT Real Estate Academy is currently under review by the Department due to their incomplete 'class sign-in sheets' and 'course certificates'.

3. R. Bruce Hunter, RCG.297 – Seeking post approval for teaching

It was moved by Commissioner Rasmussen, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Mr. Hunter fourteen (14) hours credit for the 2010-2012 CE cycle.

4. McKissock – Course hours

Examiner Kieft-Robitaille brought to the attention of the Commission a concern regarding McKissock 'distance education' in that the online courses can be completed in much less time than the allotted completion time.

NEW BUSINESS

Connecticut Real Estate Instructors Seminar

Examiner Linda Kieft-Robitaille reported that the *Instructors Seminar* will be held on Friday, September 21, 2012, from 9:00 a.m. to 12:00 noon at the Hawthorne Inn in Berlin. The Seminar will introduce the new mandatory CE course for salespersons and brokers. Other topics on the agenda will include: revisions to the mandatory law course, changes taking effect regarding provisional licenses and Jim Kyle will speak on revaluation.

Commissioner Italia called for a recess of the meeting at 9:45 a.m. and called for the meeting to reconvene at 9:50 a.m.

LEGAL

William Henry / 2010-741

After discussion, the Commission requests that Mr. Henry provide to the Department all logs from March 2012 through August 2012, no later than 3:30 p.m. on September 15th. After review of the documents the Department will advise Mr. Henry as to whether or not he should appear at the October 10th Commission meeting. Commissioner Buckley recused himself from this matter.

Garry Brooke / 2012-65

Mr. Brooke appeared before the Commission with his son, David Brooke. After discussion, the Commission requests that Mr. Brooke submit to the Department his last six (6) FHA appraisals along with the client/homeowner telephone numbers, no later than September 24, 2012. The Department will advise Mr. Brooke as to whether or not he should appear at the October 10th Commission meeting.

2011-412 – Motion for Reconsideration

This matter was marked over to the October 10, 2012 Commission meeting.

APPLICATIONS FOR APPROVAL

Sarah Miller, RCG – Seeking approval of samples

It was moved by Commissioner Hagearty, Commissioner Tetreault 2nd, and the motion carried to approve the samples. Commissioner Rasmussen recused himself from this matter.

SCHOOL AND COURSE APPLICATIONS

American Society of Farm Managers and Rural Appraisers

ASFMRA 83 rd Annual Convention – Day 1	7 hrs CE
ASFMRA 83 rd Annual Convention – Day 2	3 hrs CE
Rapid Fire Case Studies 2012	6 hrs CE

Appraisal Institute

Residential Sales Comparison & Income Approaches	30 hrs PL
Online Residential Report Writing and Case Studies	15/14 hrs CE
Online Reviewing Residential Appraisals and Using Fannie Mae Form 2000	7 hrs CE
Case Studies in Appraising Green Residential Buildings	8/7 hrs CE
Introduction to Green Buildings: Principles and Concepts	8/7 hrs CE
Advanced Spreadsheet Modeling for Valuation Applications	14 hrs CE
International Financial Reporting Standards for the Real Property Appraiser	13/15 hrs CE

Career WebSchool

An FHA Single Family Appraisal (on-line) 15 hrs PL
An FHA Single Family Appraisal (on-line) 14 hrs CE

CT Chapter of the Appraisal Institute

*Improving the Appraiser: Feedback from Clients and Reviewers 2 hrs CE

Dynasty School

Real Estate Appraisal – Principles & Procedures (on-line) 60 hrs PL

McKissock, LP

Mortgage Fraud: Protect Yourself! (on-line) 7 hrs CE
Environmental Issues for Appraisers (on-line) 5 hrs CE

Massachusetts Board of Real Estate Appraisers

Relocation Appraisals 7 hrs CE

UConn Center for Real Estate and Urban Economic Studies (CREUES)

2012 CT Commercial Real Estate Conference 3 hrs CE

ValueSearch Educators

15-Hour USPAP (with exam) 15 hrs PL

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

***It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the motion carried unanimously to add the following course to the agenda: *'Improving the Appraiser: Feedback from Clients and Reviewers'* (CT Chapter of the Appraisal Institute). It was moved by Commissioner Tetreault, Commissioner Italia 2nd, and the motion carried unanimously to approve this course.**

ADJOURN

It was moved by Commissioner Hagearty, Commissioner Parda 2nd, and the motion carried unanimously to adjourn the meeting at 10:15 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, October 10, 2012 at 8:30 a.m. – Room 126