

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
March 11, 2020**

The meeting was called to order by John J. Galvin Jr. at 8:29 a.m. in Plaza North Hearing Room J at 450 Columbus Boulevard, Hartford, Connecticut.

Commission Members Present: Gerald Rasmussen (Cert. Gen. App. – 4th District)
(via phone)
John J. Galvin Jr. (Cert. Gen. App. – 5th District)
Linda M. Sepso (Cert. Res. App. – 3rd District)
Norris Hawkins (Public Member – 1st District)
Shawna M. Baron (Cert. Res. App. – 5th District)

Commission Members Absent: none

Commission Vacancies: Certified General Appraiser
Public Member (2)

Commission Counsel Present: none

DCP Staff Present: Linda Kieft-Robitaille
Vicky Bullock
Lauren Cheney

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, Richard M. Hurlburt, Director. For information, visit the Agency Website: www.ct.gov/dcp
Division E-Mail: DCP.OccupationalProfessional@ct.gov

MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Galvin, Commissioner Sepso 2nd, and the motion carried unanimously to approve the minutes of the February 13, 2020 CT Real Estate Appraisal Commission meeting.

It was moved by Commissioner Galvin, Commissioner Baron 2nd, and the motion carried unanimously to approve the Supplemental Agenda.

ASC

NEW BUSINESS

1. Introduce DCP's new Intern, Kristina Kasper. Ms. Kasper will be helping with the Appraisal Audit.

Ms. Kasper was not present due to illness. Examiner Linda Kieft-Robitaille informed the commission that Ms. Kasper has been very productive working on two projects, the CE Audit & Supervisor Requirements in other states.

2. Catherine Martini, RCR applicant, seeking log approval & sample selection.

It was moved by Commissioner Norris, Commissioner Baron 2nd, and the motion carried unanimously to approve the sample selection, and to table the log approval until Ms. Martini appears before the commission to discuss the log in more detail.

3. John Rinaldi seeking equivalent education for CAAO seminar: Walgreens Court Case (3hrs); Appraisal Forum: Economic Outlook (3hrs); Appraisal Forum: Valuation, Appraisals (3hrs).

It was moved by Commissioner Sepso, Commissioner Baron 2nd, and the motion carried unanimously to approve (3 hrs) equivalent education credit for Walgreens Court Case and to table approval for the Economic Outlook (3hrs) and Valuation, Appraisal (3hrs) until Mr. Rinaldi submits additional information.

4. Mark Kitchen, seeking equivalent education for 2 ASA conferences (18hrs).

It was moved by Commissioner Rasmussen, Commissioner Sepso 2nd, and the motion carried unanimously to approve 18 hours equivalent education credit.

5. Diane Vitagliano, seeking equivalent education for IAEO courses: 201-Appraisal of Land; 102 – Income Approach to Value (18hrs).

It was moved by Commissioner Hawkins, Commissioner Sepso 2nd, and the motion carried unanimously to approve 18 hours equivalent education credit.

- 6. Carrie Tetrault, former RSP, looking to reinstate provisional license.**
Examiner Kieft-Robitaille stated Ms. Tetrault will be appearing in front of the Commission in April. Ms. Tetrault license expired in 2016 and she is aware she must take the mandatory courses to reinstate, however she asked if her previous course work experience from 2014/2015 could be counted towards her hours. Commissioner Sepso advised she will need samples of Ms. Theriault log before approving her past course work to be counted towards her hours.
- 7. Suzanne Bates, request for retirement of Real Estate Appraisal License #RCR.0001168**
Examiner Linda Kieft-Robitaille informed the Commission that this matter has been withdrawn, as the issue has been resolved.
- 8. Donald Donner, seeking equivalent education for completion of Argus course offered by Altus (12hrs).**
It was moved by Commissioner Rasmussen, Commissioner Hawkins 2nd, and the motion carried unanimously to approve 12 hours equivalent education credit.
- 9. Jeffrey Fischer, RCR applicant seeking log approval & sample selection.**
It was moved by Commissioner Sepso, Commissioner Baron 2nd, and the motion carried unanimously to approve the log and samples.
- 10. Elizabeth Mainello, seeking equivalent education for completion of Argus course offered by UConn (12hrs).**
It was moved by Commissioner Baron, Commissioner Hawkins 2nd, and the motion carried unanimously to approve 12 hours equivalent education credit.
- 11. Richard Seman, seeking equivalent education for CCMA 4; Revaluation (18hrs).**
It was moved by Commissioner Baron, Commissioner Hawkins 2nd, and the motion carried unanimously to approve 10 hours (not the requested 18 hours) equivalent education credit.

Discussion: Provisional Appraisal; 6-year provision issue

Examiner Kieft-Robitaille informed the commission that she has four Provisional Appraisers who have their six years approaching, however they are requesting extensions for various reasons. Examiner Kieft-Robitaille then asked the Commission what guidelines should be followed when requesting an extension.

It was moved by Commissioner Rasmussen, Commissioner Sepso 2nd, and the motion carried unanimously to require any Provisional Appraiser approaching their six years and asking for an extension, to appear before the Appraisal Commission to explain their situation.

OLD BUSINESS

LEGAL

Legislative/Legal Update

Attorney Bullock reported that today is the last day for the Appraisal Commission to provide comments to the legislation regarding the AQB regulation changes.

SCHOOLS AND COURSES

AAL.590 – Business Practices and Ethics (Appraisal Institute) on-line	6 hrs CE
AAL.591 – Appraising Complex Residential Properties (McKissock) Live-Webinar	3 hrs CE
AAL.592 – Residential Property Inspection (McKissock) Live-Webinar	3 hrs CE
AAL.593 – 2020-2021 USPAP Update Course for Non-Residential Real Property (McKissock) on-line	7 hrs CE
AAL.594 – Fundamentals of Separating Real Property, Personal Property and intangible Business Assets (McKissock)	15 hrs CE
AAL.595 – 2020-2021 National USPAP Update Equivalent Course (Calypso Continuing Education) on-line	7 hrs CE
AAL.596 – Real Estate Investments Fundamentals (Professional Business Institute)	12 hrs CE
AAL.597 – Understanding 1031 Tax Free Exchanges (Professional Business Institute)	12 hrs CE
AAL.598 – Uniform Appraisal Standards for Federal Land Acquisitions: Practical Applications (Appraisal Institute)	15 hrs CE
AAL.599 – Valuation of Conservation Easements (Appraisal Institute)	18 hrs CE

AAL.600 – Advanced Spreadsheet Modeling for Valuation Applications (Appraisal Institute)	15 hrs CE
AAL.601 – Residential and Commercial Valuation of Solar (Appraisal Institute)	15 hrs CE
AAL.602 – Application and Interpretation of 'Simple Liner Regression (Appraisal Institute)	15 hrs CE
AAL.603 – Review Theory—Residential (Appraisal Institute)	17 hrs CE
AAL.604 – Review Case Studies-Residential (Appraisal Institute)	15 hrs CE
AAL.605 – Review Theory—General (Appraisal Institute)	18 hrs CE
AAL.606 – General Appraiser Sales Comparison Approach (Appraisal Institute)	18 hrs CE
AAL.607 – Online Using Your HP-12C Financial Calculator (Appraisal Institute) on-line	7 hrs CE
AAL.608 – Using Your HP-12C Financial Calculator (Appraisal Institute) on-line	7 hrs CE
AAL.609 – Residential Market Analysis and Highest and Best Use (Appraisal Institute)	15 hrs CE
AAL.610 – Reviewing Residential Appraisals and Using Fannie Mae Form 2000 (Appraisal Institute) on-line	7 hrs CE
AAL.611 – Forecasting Revenue (Appraisal Institute) on-line	7 hrs CE
AAL.612 – Comparative Analysis (Appraisal Institute) on-line	7 hrs CE
AAL.613 – Appraisal of Medical Office Buildings (Appraisal Institute) on-line	7 hrs.CE

AAL.614 – Update on Developments at the Tax Court and Mock Pretrial Settlement Conference (CT Chapter of the Appraisal Institute)	2 hrs CE
AAL.615 – Evaluating the Emerging Housing Market: Factory Built & Zero Energy Ready Housing (Massachusetts Board of Real Estate Appraisers)	4 hrs CE
AAL.616 – 2020-2021 National USPAP Update (American Society of Appraisers)	7 hrs CE
AAL.617 – 2020 Eastern region Conference (American Society of Appraisers)	7 hrs CE
AAL.618 – Supervisory Appraiser/Trainee Appraiser Course (Appraisal Institute) on-line	4 hrs CE
AAL.619 – General Appraiser Site Valuation and Cost Approach (Appraisal Institute) on-line	18 hrs CE
AAL.620 – Residential Site Valuation and Cost Approach (Appraisal Institute) on-line	14 hrs CE
AAL.621 – General Appraiser Market Analysis and Highest & Best Use (Appraisal Institute) on-line	18 hrs CE
AAL.622 – Case Studies in Residential Real Estate (Real Estate Training and Educational Services)	5 hrs CE
AAL.623 – Residential Sales Comparison and Income Approach (Appraisal Institute) on-line	18 hrs CE
AAL.624 – Residential Report Writing and Case Studies (Appraisal Institute) on-line	14 hrs CE
APR.169 – General Appraiser Sales Comparison Approach (Appraisal Institute)	18 hrs PL
APR.170 – Residential Market Analysis and Highest & Best Use (Appraisal Institute)	15 hrs PL
APR.171 – Advanced Residential Applications and Case Studies	15 hrs PL

(Hondros College)

APR.172 – General Appraiser Site Valuation and Cost Approach 30 hrs PL
(Appraisal Institute) on-line

APR.173 – Residential Site Valuation and Cost Approach 15 hrs PL
(Appraisal Institute) on-line

APR.174 – General Appraiser Market Analysis and Highest & Best Use 30 hrs PL
(Appraisal Institute) on-line

APR.175 – Residential Sales Comparison and Income Approach 30 hrs PL
(Appraisal Institute) on-line

APR.176 – Residential Report Writing and Case Studies 15 hrs PL
(Appraisal Institute) on-line

It was moved by Commissioner Sepso, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the above-mentioned schools/courses with the following **amendments**: AAL.559, AAL.605, AAL.606, AAL.619, AAL. 621 approved for 18 hours CE.; AAL.607-AAL608 both listed as the same online course, approved 1 to be classroom setting.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

Discussion brought up by Commissioner Sepso to allow virtual classrooms in place of the classroom settings, as a safety measure against the recent Public Health Emergency with the Coronavirus. Examiner Linda Kieft-Robitaille proposed the school must notified us in advance before offering a live virtual course. In addition, the school must include log in information so the department may audit the course. Commissioner Sepso added to have the enrollee sign in with a photo ID.

It was moved by Commissioner Sepso, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the use of virtual classrooms in place of a classroom setting, due to the Public Health Emergency of the Coronavirus.

This matter will be added to the next agenda under old business for any further discussion or changes needed.

ADJOURN

It was moved by Commissioner Sepso, Commissioner Hawkins 2nd, and the motion carried unanimously to adjourn the meeting at 9:11 a.m.

Respectfully submitted,

Lauren Cheney
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, March 11, 2020 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.