

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
September 9, 2020**

The meeting was called to order by Commissioner Gerald Rasmussen at 8:32 A.M. via a ZOOM Webinar.

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

Commission Members Absent: Shawna M. Baron (Cert. Res. App. – 5<sup>th</sup> District)

Commission Vacancies: Certified General Appraiser (2)  
Public Member (1)

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille, Real Estate Examiner  
Vicky Bullock, Staff Attorney  
Terry-Jo Powell, License & Applications Analyst

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](http://www.ct.gov/dcp). Division E-Mail: [DCP.OccupationalProfessional@ct.gov](mailto:DCP.OccupationalProfessional@ct.gov)

## **MINUTES OF PREVIOUS MEETINGS**

It was moved by Commissioner Hawkins, Commissioner Galvin 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the July 8, 2020 CT Real Estate Appraisal Commission Meeting.

## **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

### **ASC**

### **NEW BUSINESS**

#### **Timothy Haggan, RCR applicant seeking log approval & sample selection**

Commissioner Sepso will pick samples for review and forward the list to Examiner Kieft-Robitaille. Examiner Kieft-Robitaille will forward to Mr. Haggan. Mr. Haggan and sponsor will appear at October meeting for sample review.

It was moved by Commissioner Rasmussen to table this discussion until the October 14, 2020 Board Meeting. Commissioner Sepso 2<sup>nd</sup>. The motion passed unanimously.

### **OLD BUSINESS**

#### **Continuing Education (CE) Audit Updates**

The Commission is waiting for Legal Director Juliann Avallone for final product to be sent out. Electronic notices will be sent out this week or next week, for all those who are not in compliance with their continuing education. Examiner Kieft-Robitaille highlighted formal hearings are tentatively being scheduled for November 2020 for those who are out of compliance with their continuing education requirements.

### **APPROVED BY DEPARTMENT OF CONSUMER PROTECTION: APPRAISAL INSTITUTE APPROVED COURSES**

APR.177	Advanced Residential Report Writing Pt. 2 - Online	30 hrs.
APR.178	Advanced Residential Applications & Case Studies Pt1	15 hrs.
APR.179	Online General Appraiser Income Approach Part 1	30 hrs.
APR.180	Online General Appraiser Income Approach Part 2	30 hrs.
APR.181	Online General Appraiser Report Writing & Case Studies	30 hrs.
APR.183	Quantitative Analysis - Online	35 hrs.

APR.186	Basic Appraisal Principles - Online	30 hrs.
APR.187	Basic Appraisal Procedures - Online	30 hrs.
AAL.627	Online Forecasting Revenue	7 hrs.
AAL.628	Contract or Effective Rent: Finding the Real Rent - Online	4 hrs.
AAL.629	Using Spreadsheet Programs in R.E. Appraisal - Online	7 hrs.
AAL.630	Complex Litigation Appraisal Case Studies - Online	7 hrs.
AAL.631	Advanced Residential Report Writing Part 2 - Online	18 hrs.
AAL.632	Review Case Studies Residential – Online	15 hrs.
AAL.634	Review Theory-Residential - Online	17 hrs.
AAL.636	Quantitative Analysis - Online	18 hrs.
AAL.637	Advanced Residential Applications & Case Studies Pt 1 – Online	15 hrs.
AAL.638	Online General Appraisal Income Approach Part 1	18 hrs.
AAL.639	Online General Appraiser Income Approach Part 2	18 hrs.
AAL.641	Online General Appraiser Report Writing & Case Studies	18 hrs.
AAL.642	Online Appraising Automobile Dealerships	7 hrs.
AAL.661	Basic Appraisal Principles - Online	18 hrs.
AAL.662	Basic Appraisal Procedures - Online	18 hrs.
AAL.664	Rapid Response: Market Analysis in Volatile Markets	7 hrs.
AAL.665	Business Practices & Ethics - Online	6 hrs.

### **APPROVED COURSES (Have AQB Approval)**

APR.188	Basic Appraisal Principles (MBREA)	30 hrs.
AAL.663	Introduction to Commercial Appraisal Review (McKissock)	7 hrs.
AAL.666	Mortgages, Appraisers & Foreclosure (Columbia Institute)	7 hrs.
AAL.668	Appraisal of Industrial Incubators - Online	7 hrs.
AAL.669	Intermediate Income Approach Case Studies for Commercial Appraisers (McKissock) - Online	4 hrs.

### **SCHOOLS AND COURSES**

AAL.670 - Supervisory Appraiser Trainee Appraiser Synchronous (Appraisal Institute) - Online	4 hrs. CE
AAL.671 - Appraisal of Industrial and Flex Buildings (McKissock) Online	7 hrs. CE
AAL.672 - Appraising Condominiums, Co-Ops and PUDs (Appraisal Institute) Online	7 hrs. CE
AAL.673 - Appraising Condominiums, Co-Ops and PUDs (Appraisal Institute) Online	7 hrs. CE

AAL.674 - Appraisal of Owner-Occupied Commercial Properties (McKissock) Online	7 hrs. CE
AAL.675 - Appraising Small Apartment Properties (McKissock) Online	4 hrs. CE
AAL.676 - Live Webinar: The Appraisal of 2-4 Unit Properties (McKissock) Online	4 hrs. CE
AAL.677 – Challenging Assignments for Residential Appraisers (Asynchronous) (Hondros Learning LLC) Online	7 hrs. CE
AAL.679 - A URAR Form Review (Mbition Learn Real Estate) Online	7 hrs. CE
AAL.684 - National Appraising for the Supervisor and Trainee (Hondros College) Online	4 hrs. CE

Commissioner Hawkins moved that every school with AQB approval be approved by the Commission and table the following seven courses to be reviewed and discussed for the next meeting. Commissioner Sepso 2<sup>nd</sup>. The vote passed unanimously.

**SCHOOLS AND COURSES TO BE REVIEWED BY BOARD MEMBERS FOR NEXT MEETING**

AAL. 658 - Avoiding Disciplinary Actions for Residential Appraisers (Massachusetts Board of Real Estate Appraisers) <u>Assigned to be reviewed by: Commissioner Linda Sepso</u>	4 hrs. CE
AAL. 667 - Cost Approach and Land Valuation (Calypso Continuing Education) <u>Assigned to be reviewed by: Commissioner John Galvin</u>	7 hrs. CE
AAL.678 - National Best Practices for Rural Property Appraisal Seminar (American Society of Farm Managers and Rural Appraisers) Online <u>Assigned to be reviewed by: Commissioner Gerald Rasmussen</u>	8 hrs. CE
AAL.680 - Investigate Your Appraisal: Report and Support (The Columbia Institute) Online <u>Assigned to be reviewed by: Commissioner Linda Sepso</u>	4 hrs. CE
AAL.681 - Appraising Pre-Foreclosures, Short Sales & REOs (The Columbia Institute) Online <u>Assigned to be reviewed by : Commissioner Linda Sepso</u>	4 hrs. CE

AAL.682 - Fundamentals of Appraising New Homes  
(The Columbia Institute) Online 5 hrs. CE  
Assigned to be reviewed by: Commissioner Norris Hawkins

AAL.683 - Dirty Digs: Brownfields and Superfund Sites  
(The Columbia Institute) Online 5 hrs. CE  
Assigned to be reviewed by: Commissioner Gerald Rasmussen

## **LEGAL**

Updated Regulations passed effective August 3, 2020 by legislative committee.

Commissioner John Galvin and Attorney Bullock with DCP's legal department have been working on updating the regulations under Section 20-542. Attorney Bullock is getting the proposed bill summary from Commissioner Galvin before submitting to DCP's legal director Julianne Avallone.

Commissioner Galvin motioned to accept the changes to the regulations as has been submitted. Commissioner Sepso 2<sup>nd</sup>. This motion passed unanimously.

Commissioner Rasmussen acknowledged Commissioner Galvin's, Attorney Bullock's, Examiner Kieft-Robitaille's and AAG Pananski's hard work and dedication to this process of updating the state regulations.

## **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

## **ADJOURN**

It was moved by Commissioner Galvin to adjourn the meeting. Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 9:15 A.M.

Respectfully submitted,

*Terry-Jo Powell*  
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, October 14, 2020 via ZOOM webinar.