

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
April 14, 2021**

The meeting was called to order by Commissioner Gerald Rasmussen at 8:34 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)  
Shawna M. Baron (Cert. Res. App. – 5<sup>th</sup> District)

Commission Members Absent: None

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

Commission Counsel Present: None

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

Public Present: Jonathan Kloss  
Jackie Beauchaine  
Monica Sciacca  
Jackson Pinzon  
Nora King  
Charles Brode

**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 MEETING**

It was moved to approve the minutes of the March 10, 2021, *CT Real Estate Appraisal Commission Meeting* by Commissioner Sepso, seconded by Commissioner Galvin and the motion carried unanimously.

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

1. Motion to accept the April 14, 2021 *CT Real Estate Appraisal Supplemental Agenda* made by Commissioner Sepso, seconded by Commissioner Hawkins and motion carried unanimously.
2. Discussion raised by Commissioner Galvin for a 2-hour continuing education course for appraising Self-Storage Facilities to the Windham Tax Assessors. Commissioner Galvin to submit the PowerPoint to Examiner Kieft-Robitaille for review, after he teaches the course, submit the details of the course along with the names of the people who took the course to the Commission for approval.

## **APPRAISAL SUBCOMMITTEE (ASC)**

1. Discussion held regarding Proposed Federal Legislation.
2. Discussion held on virtual audit scheduled for June 7-9, 2021. Opening meeting with auditors, Staff Attorney Bullock and Examiner Kieft-Robitaille will be held on June 7, 2021. The auditors will attend the June 9, 2021 *CT Real Estate Appraisal* meeting and have a close-out meeting with Staff Attorney Bullock and Examiner Kieft-Robitaille after Commission meeting.
3. Discussion was held regarding the 3-hour Mandatory Salesperson/broker course: Understanding and Preventing Racial Bias in Real Estate. This topic will be reviewed after the legislation has been passed.

## **NEW BUSINESS**

1. Brendan File, RCG applicant, log approval & sample selection. Motion to accept log and sample selection made by Commissioner Galvin and seconded by Commissioner Hawkins. All in favor except Commissioner Rasmussen who recused himself because he is Mr. File's sponsor.
2. Monica Sciacca, requesting extension of provisional appraisal license. Motion to grant 6-month extension made by Commissioner Galvin, seconded by Commissioner Hawkins and the motion carried unanimously.

3. Charles Brode, requesting extension of provisional appraisal license. Request for additional 6 months because of hardship based on COVID. If Mr. Brode cannot attend a Commission meeting, Nora King, as his sponsor, can submit a request on his behalf moving forward. If required, Mr. Brode may make the request at the September 8, 2021 *CT Real Estate Appraisal Commission* meeting for a 6-month extension from October 2021.
4. AQB proposed changes. Discussed under ASC.

### **OLD BUSINESS**

1. PARA. Discussion held, no new information on this topic.
2. USPAP extension. Discussion regarding new course in October for next year's courses.
3. Motion to accept Jonathan Kloss. RCG applicant, review of sample report made by Commissioner Galvin, seconded by Commissioner Hawkins and the motion passed unanimously.

### **LEGAL**

### **SCHOOLS AND COURSES**

Motion to approve the following courses made by Commissioner Galvin, seconded by Commissioner Hawkins and the motion carried unanimously.

AAL.756 <b>State of the Residential Appraisal Market</b> DBA: Massachusetts Board of Real Estate Appraisers	<b>3hrs.CE</b>
AAL.769 <b>The Appraiser as an Expert Witness: Preparation and Testimony</b> DBA: Appraisal Institute	<b>15hrs.CE</b>
AAL.771 <b>Introduction to Green Buildings: Principles and Concepts</b> DBA: Appraisal Institute	<b>7hrs.CE</b>
AAL.793 <b>Alternative Investments Seminar Agriculture as an Asset</b> DBA: American Society of Farm Managers and Rural Appraisers	<b>8hrs.CE</b>
AAL.794 <b>Valuation of Lifestyle and Trophy Properties</b> DBA: American Society of Farm Managers and Rural Appraisers	<b>8hrs.CE</b>
AAL.795 <b>Practical Applications of the Equivalency Ratio</b> DBA: American Society of Farm Managers and Rural Appraisers	<b>4hrs.CE</b>

**Courses Approved by Department (All AOB approved)**

<b>2020-2021 15-Hour National USPAP Course</b> DBA: McKissock	<b>15hrs.PL</b>
<b>Online General Appraiser Income Approach Part 1</b> DBA: Appraisal Institute	<b>30hrs.PL</b>
<b>Advanced Residential Applications and Case Studies Part 1</b> DBA: Appraisal Institute	<b>15hrs.PL</b>
<b>Foundations of Appraisal Review (A600)</b> DBA: American Society of Farm Managers and Rural Appraisers	<b>40hrs.PL</b>
<b>Basic Appraisal Principles</b> DBA: Appraisal Institute	<b>30hrs.PL</b>
<b>2020-2021 7-Hour National USPAP Update</b> DBA: CoreLogic Valuation Solutions, Inc. DBA: The Columbia Institute	<b>7hrs.CE</b>
<b>Covering All of the Bases in Residential Reporting</b> DBA: CoreLogic Valuation Solutions, Inc. DBA: The Columbia Institute	<b>7hrs.CE</b>
<b>New Construction Essentials: Luxury Homes</b> DBA: McKissock	<b>3hrs.CE</b>
<b>Live Webinar: Expert Witness Testimony: To Do or Not to Do</b> DBA: McKissock	<b>4hrs.CE</b>
<b>Live Webinar: The FHA Handbook 4000.1</b> DBA: McKissock	<b>5hrs.CE</b>
<b>Non-Lending Appraisal Assignments</b> DBA: OREP Education Network	<b>7hrs.CE</b>
<b>Supervisory Trainee Appraiser Trainee Course</b> DBA: Appraisal Institute	<b>4hrs.CE</b>
<b>Online Appraising Convenience Stores</b> DBA: Appraisal Institute	<b>7hrs.CE</b>
<b>Historic Preservation (Facade) Easements: Appraisal Technique and Valuation Issues</b> DBA: Appraisal Institute	<b>7hrs.CE</b>
<b>General Appraiser Income Approach Part 2</b> DBA: Appraisal Institute	<b>18hrs.CE</b>
<b>Market Disturbances</b> DBA: McKissock	<b>4hrs.CE</b>

<b>Green Building Concepts for Appraisers</b> DBA: McKissock	<b>7hrs.CE</b>
<b>Valuation of Residential Green Buildings</b> DBA: McKissock	<b>4hrs.CE</b>
<b>Advanced Residential Applications and Case Studies Part 1</b> DBA: Appraisal Institute	<b>14hrs.CE</b>
<b>Foundations of Appraisal Review (A600)</b> DBA: American Society of Farm Managers and Rural Appraisers	<b>18hrs.CE</b>
<b>Appraisal of Small Residential Income Properties</b> DBA: Columbia Institute	<b>7hrs.CE</b>
<b>Residential Report Writing and Case Studies</b> DBA: Appraisal Institute	<b>14hrs.CE</b>
<b>Basic Appraisal Principles</b> DBA: Appraisal Institute	<b>18hrs.CE</b>
<b>Supporting Adjustments: The Journey from Analysis to Adjusting</b> DBA: McKissock	<b>4hrs.CE</b>
<b>Real Estate Damages- Appraising After a Natural Disaster</b> DBA: McKissock	<b>3hrs.CE</b>
<b>Inconsistency: It's Hiding in Plain Sight in Your Appraisal</b> DBA: Appraisal Institute	<b>7hrs.CE</b>

Motion to change the course listed from 32 hours to 18 hours because it is continuing education course and not a pre-licensing course, made by Commissioner Galvin, seconded by Commissioner Hawkins and the motion carried unanimously.

<b>AAL.788 Review Case Studies General</b> DBA: Appraisal Institute	<b>32hrs.CE</b>
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Motion to approve the course below contingent on Commissioner Sepso reviewing the final PowerPoint presentation before the course is presented, made by Commissioner Galvin, seconded by Commissioner Hawkins and the motion carried unanimously.

<b>AAL.790 Land Valuation: Tips and Trends</b> DBA: Connecticut Chapter of the Appraisal Institute	<b>3hrs.CE</b>
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## **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

1. Commission Galvin raised the discussion concerning appraisers who enter military service not having to take the required 28-hour continuing education course while in active service. Examiner Kieft-Robitaille pointed out that in the AQB criteria, it references military personnel having to take the 28-hour continuing education.
2. Commission Galvin raised the discussion of an e-mail from Al Frankie that he was solicited by a brokerage firm (Colliers International) who is soliciting brokers to do commercial VPO “drive-bys” as appraisals. Examiner Kieft-Robitaille will send a letter to Colliers International regarding this matter.

## **ADJOURN**

Commissioner Galvin moved to adjourn the meeting, seconded by Commissioner Sepso and the motion carried unanimously to adjourn the meeting at 10:13 a.m.

Respectfully submitted,

*Terry-Jo Powell*  
Board/Commission Administrator

The next meeting of this Commission is scheduled for Wednesday, May 12, 2021, via ZOOM webinar.