

**STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
REAL ESTATE APPRAISAL COMMISSION
MEETING MINUTES
October 12, 2022**

The meeting was called to order by Commissioner Rasmussen on October 12, 2022, at 8:30 a.m. via ZOOM Webinar.

Commission Members Present: John Galvin Jr. (Cert. Gen. App.- 5th District)
Norris Hawkins (Public Member- 1st District)
Linda Sepso (Cert. Res. App.- 3th District)
Gerald Rasmussen (Cert. Gen. App.- 4th District)

Commission Members Absent: Shawna M. Baron (Cert. Res. App.- 5rd District)

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

Commission Counsel Present: None

DCP Staff Present: Vicky Bullock, Staff Attorney
Debbie Yanosy, Real Estate Appraisal Examiner
Shameeka Grose, License and Applications Analyst
Shannon Rivera, License and Applications Analyst
Jerry Padula, Staff Attorney

Public Present: Jackie Beauchaine
Tammy L. Boles-Senkewitz
Martin Grudgen
Judith McIntyre
Adrian Muller
Timothy P. Lam
Austin Kingsbury
Matthew Sielken
Scott Dibiasio

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, License Services Division.

Website: www.ct.gov/dcp

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REVIEW OF PREVIOUS COMMISSION MEETING MINUTES

Commissioner Galvin moved to approve the September 14, 2022, meeting minutes provided correction to the name of the class listed under Old Business- #6 from CT Law Class to New CT Assessors Class. Commissioner Sepso seconded the motion. The motion passed unanimously.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None

DCP INVESTIGATION DIVISION

None

DCP LEGAL DIVISION

1. Scheduled Hearings:

a. Case 2022-160- Tammy L. Boles-Senkewicz:

- Commissioner Galvin moved to waive the fine with the condition that the Law Course be retaken for the current 2022- 2024 cycle. Commissioner Sepso seconded the motion. The motion passed unanimously.

b. Case 2022-172- Martin Grudgen:

- Commissioner Galvin moved to suspend Mr. Grudgen's license until all required courses are completed and submitted to the Legal Division to satisfy compliance for the previous 2020- 2022 cycle. All required courses are to be retaken for the current 2022-2024 cycle. Payment of the fine stands. Commissioner Hawkins seconded the motion. The motion passed unanimously.

c. Case 2022-184- Judith McIntyre:

- Commissioner Galvin moved to waive the fine provided satisfactory proof of required course completion be submitted to the Legal Division. Commissioner Sepso seconded the motion. The motion passed unanimously.

d. Case 2022-189- Adrian Muller:

- Commissioner Galvin moved to waive the fine provided proof of USPAP Course completion is within the required 2020- 2022 cycle timeframe. Satisfactory proof must be submitted to the Legal Department. Failure to meet this requirement will result in the reinstatement of the fine with payment due by October 31, 2022. Commissioner Hawkins seconded the motion. The motion passed unanimously.

A small break occurred during the meeting due to a technical issue. The meeting resumed to hear the following two cases and address any comments and concerns prior to adjournment:

e. Case 2022-224- Timothy P. Lam:

- Commissioner Galvin moved to waive the fine provided proof of completion of all required course work be submitted to the Legal Department. Failure to meet this requirement will result in the reinstatement of the fine. The USPAP Course will need to be retaken for the current 2022- 2024 cycle. Commissioner Sepso seconded the motion. The motion passed unanimously.

f. Case 2022-254- Austin Kingsbury:

- Commissioner Galvin moved to waive the fine provided he has submitted proof of completion of all required course work to the Legal Department. Recently completed coursework cannot be used toward the 2022-2024 cycle. Commissioner Sepso seconded the motion. The motion passed unanimously.

ASC

1. Appraisers reported to National Registry for late CE:

- Ms. Yanosy confirmed there are no Appraisers to report.

OLD BUSINESS

1. 2022 Continuing Education Audit.

- Ms. Yanosy stated the ASC sent notification to the Legal Division of their expected visit to the agency in April 2023. The Commission so noted.

2. 2022-2024 CT Law Course-

-Attorney Bullock stated she continues to gather revision suggestions and expects to be completed by the end of October 2022.

3. Byron Francis, RCR applicant, sample review (continued from April, tabled from September meeting).

-The Board tabled the review until the November 9, 2022 meeting. Mr. Francis will continue working with Commissioner Sepso in the interim in preparation for the review.

NEW BUSINESS

1. Nora King, Discussion on hybrid appraisal inspections.

- Ms. Yanosy stated an email from Ms. King expressing concerns regarding this matter was received by the DCP Legal Division. Discussion to be continued to the November 9, 2022 meeting under Old Business.

2. SCHOOL & COURSE APPROVALS

- **Course Approved by Department (all have AQB approval)**

AAL.979	Eminent Domain (A250)	AMERICAN SOCIETY OF FARM MANAGERS AND RURAL APPRAISERS, INC.	20/18 hrs CE
AAL.980	Online Residential Report Writing and Case Studies	Appraisal Institute	14 hrs CE
AAL.981	Online Basic Appraisal Procedures	Appraisal Institute	28/18 hrs CE
AAL.982	Online General Appraiser Sales Comparison Approach	Appraisal Institute	27/18 hr CE
AAL.983	Residential Sales Comparison and Income Approaches	Appraisal Institute	28/18 hrs CE
AAL.984	Online Business Practices and Ethics	Appraisal Institute	6 hrs CE
AAL.985	Appraisal of Assisted Living Facilities	McKissock, LLC	8 hrs CE
AAL.986	Introduction to the Uniform Appraisal Dataset	McKissock, LLC	2 hrs CE
AAL. 987	Residential Report Writing: More Than Forms	McKissock, LLC	7 hrs CE
AAL.988	The Sales Comparison Approach	McKissock, LLC	7 hrs CE
AAL.989	Inconsistency: It's Hiding in Plain Sight in Your Residential Appraisal	Appraisal Institute	7 hrs CE
APR.268	Eminent Domain (A250)	AMERICAN SOCIETY OF FARM MANAGERS AND RURAL APPRAISERS, INC.	22 hrs Pre-licensing
APR.269	Online Basic Appraisal Principles	Appraisal Institute	30 hrs Pre-licensing
APR.270	Online Residential Report Writing and Case Studies	Appraisal Institute	15 hrs Pre-licensing

APR.271	Online Basic Appraisal Procedures	Appraisal Institute	30 hrs Pre-licensing
APR.272	General Appraiser Sales Comparison Approach	Appraisal Institute	30 hrs Pre-licensing
APR.273	Residential Report Writing and Case Studies	Appraisal Institute	15 hrs Prelicensing
APR.274	Advanced Market Analysis and Highest & Best Use Synchronous	Appraisal Institute	33 hrs Pre-licensing

Course(s) To Be Approved by Commission (No AQB Approval)

AAL.990	Invisible CT Home Features Lost in Valuation	CT Chapter of the Appraisal Institute	4 hrs CE
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- Commissioner Galvin moved to accept the School and Course Approvals, AAL.979 through AAL.990, as presented. Commissioner Sepso seconded the motion. The motion passed unanimously.

CORRESPONDENCE

Listed under New Business- #1.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

Commissioner Galvin requested:

- Review of Checklist wording to be placed under New Business for the November 8, 2022 meeting
- DCP Legal Division to provide complaint update- Attorney Bullock to provide at November 8, 2022 meeting.

Adjournment

Commissioner Sepso moved to adjourn the meeting and hearing proceedings at 12:02 p.m. Commissioner Hawkins seconded the motion. The motion passed unanimously.

Respectfully submitted,

Shannon M. Rivera

License and Applications Analyst
Board Coordinator, DCP

2022 MEETING SCHEDULE

November 9, 2022
December 14, 2022

All meetings will be held through the ZOOM Meeting Platform unless otherwise noted.