

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
REAL ESTATE APPRAISAL COMMISSION  
DRAFT  
MEETING MINUTES  
September 14, 2022**

The meeting was called to order by Commissioner Rasmussen at 8:30 a.m. via ZOOM Webinar.

Commission Members Present: John Galvin Jr. (Cert. Gen. App.- 5<sup>th</sup> District)  
Norris Hawkins (Public Member- 1<sup>st</sup> District)  
Shawna M. Baron (Cert. Res. App.- 5<sup>th</sup> District)  
Gerald Rasmussen (Cert. Gen. App.- 4<sup>th</sup> District)

Commission Members Absent: Linda M Sepso (Cert. Res. App.- 3<sup>rd</sup> District)

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

Commission Counsel Present: None

DCP Staff Present: Pamela Brown, Director of Investigations  
Vicky Bullock, Staff Attorney  
Linda Kieft-Robitaille, Real Estate Appraisal Examiner  
Debbie Yanosy, Real Estate Appraisal Examiner  
Jason Cohen, Director of Operations  
Shannon Rivera, License and Applications Analyst

Public Present: Jackie Beauchaine  
Byron Francis  
Lisa Gaidosz  
Russell Gaidosz  
Stephan Sousa  
Marci Silverman

**MINUTES OF PREVIOUS MEETING**

A motion was made by Commissioner Galvin and seconded by Commissioner Baron to approve the previous meeting minutes from the August 19, 2022 Special Meeting. The motion passed unanimously.

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

No comments or concerns.

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Investigations Division. For more information, refer to DCP Agency website: [www.ct.gov/dcp](http://www.ct.gov/dcp).

## DCP INVESTIGATIONS DIVISION

Shanielle Copeland placed on Agenda in error.

## DCP LEGAL DIVISION

Attorney Bullock provided an update regarding the Legal Divisions undertaking of the Compliance Meeting Review on September 23 and 26, 2022.

## OLD BUSINESS

1. Discussion on 2022 Continuing Education Audit covered in Attorney Bullocks DCP Legal Division update.
2. Discussion on 2022-2024 CT Law Course Review- Linda Kieft-Robitaille requested the board to review and submit edits by September 26, 2022 for final draft.
3. Review of Lisa Gaidosz, RCR applicant (sample review)- Commissioner Baron motioned to approve and Commissioner Hawkins seconded the motion. The motion was passed unanimously.
4. Review of Sabrina Yum- Chan, (log review & sample selection- Commissioner Baron motioned to approve and Commissioner Galvin seconded the motion. The motion was passed unanimously.
5. Review Byron Francis, RCR applicant, (sample review continued from April meeting)- Tabled. To be place on the October 12, 2022 meeting under Old Business. License extension of 6 months motioned by Commissioner Galvin and seconded by Commissioner Hawkins. The motion was passed unanimously.
6. New CT Assessor Class- Commission Baron and Jackie Beauchaine to work together to develop a program.

## NEW BUSINESS

Board review of school and course approvals- Commissioner Hawkins motioned to approve and Commissioner Galvin seconded the motion. The motion was passed unanimously.

PAREA Related Statutes and Regulations- The Board agreed to monitor to determine whether revisions are needed.

Commissioner Galvin requested the Legal Division to provide complaint update for October 12, 2022 meeting. Attorney Bullock to provide

## COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

No comments or concerns presented.

ADJOURN

It was moved to adjourn the meeting by Commissioner Galvin and seconded by Commissioner Hawkins. The motion carried unanimously to adjourn the meeting at 9:34 a.m.

Respectfully submitted,

Shannon M. Rivera

License and Applications Analyst

Board Coordinator, DCP

The next meeting of this Commission is scheduled for Wednesday, October 12, 2022 via ZOOM Webinar.