



ARIZONA BOARD OF APPRAISAL

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FINAL MINUTES EDUCATION COMMITTEE MEETING Thursday, April 18, 2013 @ 2:45 p.m.

The meeting was called to order by Mike Petrus, Education Chair at approximately 2:30 p.m. Present telephonically was Frank Ugenti
Mike Petrus appeared in person

Staff Present:

Debra Rudd, Executive Director
Amanda Benally
Cheryl Vollemaere
Jeanne Galvin, Assistant Attorney General

The committee members discussed the agenda item regarding the two new courses submitted by Arizona Appraisers State Conference, LLC Ms. Joanna Conde was present to answer any questions that the committee had on the two classes she had submitted for approval. The committee asked her about the name of her school, and the length of the classes. After reviewing the material the committee by consensus recommended approval to the full Board.

Approval of the March 14, 2013 Minutes

Frank Ugenti made a motion to approve the minutes and was seconded by Mike Petrus. The minutes were approved.

Other Business

Discussion to amend the hours for the class offered by McKissock, LP How to Analyze and Value Income Properties, ABA #D0909-877 from 7 hours to 6 hours resulted in a consensus that they agreed to amend the hours in agreement with the AQB analysis of this course.

The committee went off the record to review the other classes submitted for approval. Upon return, Mike Petrus made the motion to recommend approval of the remainder of the items on the agenda. Frank Ugenti seconded the motion. The motion was approved.

The meeting was adjourned at 3:30 p.m.

AGENDA
APPRAISAL TESTING AND EDUCATION COMMITTEE
April 18, 2013
1:30 P.M.

The committee may go into executive Session, which will not be open to the public, for the purposes of obtaining legal advice from the Board's attorney on any matters listed below or to consider confidential material pursuant to A.R.S. § 38-431.03(A)(3) and A.R.S. § 38-431-03(A)(2), respectively

CALL TO ORDER AND ROLL CALL

OTHER BUSINESS

Approval of the March 14, 2013 minutes

Amend course hours from 7 to 6 hours for the course of How to Analyze & Value Income Properties, ABA #D0909-877, Distance education. Course provider is Mckissock LP. They have reduced the hours in comparison to their previous renewal in 2012.

DISCUSSION AND POSSIBLE ACTION

Review of Applications, policies and procedures for education course approval

CONTINUING EDUCATION – NEW COURSE(S) - previously approved by the Board

Submitted by [Trans-American Institute](#)

[National USPAP Update 2012/2013, ABA # issued after approval, 7 hrs Lynne L. Heiden](#)

[Sales Comparison Methodology, ABA # issued after approval, 7 hrs Lynne L. Heiden, Ann Susko](#)

CONTINUING EDUCATION – NEW COURSE(S) - not previously approved by the Board

Submitted by [Arizona Appraisers State Conference, LLC](#)

[Comparable Sales Analysis for Residential Appraisers, ABA # issued after approval, 7 hours JoannaM.Conde'](#)

[Report Writing for Residential Appraisers, ABA # issued after approval, 7 hours JoannaM.Conde'](#)

Submitted by [McKissock LP](#)

[Relocation Appraisal & the New ERC Form, ABA #issue when approved,- 6 hours Dan Bradley](#)

I. QUALIFYING EDUCATION – RENEWAL(S) – with addition or change of Instructors

A. Submitted by Arizona School of Real Estate & Business

1. Advanced Residential Applications and Case Studies (AP-09), ABA #0707-673-09, 15 hours
Earl Cass, Jacques Fournier, Bill Gray, Gretchen Koralewski, Don J. Miner, Roy E. Morris, Ron V. Schilling, Aaron Warren
* John Dingeman, Jeremy Johnson, Howard "Chuck" Johnson
2. Residential Appraiser Site Valuation and Cost Approach (AP-05) , ABA #0607-651-05, 15 hours
Earl Cass, Jacques Fournier, Bill Gray, Gretchen Koralewski, Don J. Miner, Roy E. Morris, Ron V. Schilling, Aaron Warren
* John Dingeman, Jeremy Johnson, Howard "Chuck" Johnson
3. Residential Market Analysis and Highest & Best Use (AP-04), ABA #0607-650-04, 15 hours
Earl Cass, Jacques Fournier, Bill Gray, Gretchen Koralewski, Don J. Miner, Roy E. Morris, Ron V. Schilling, Aaron Warren
* John Dingeman, Jeremy Johnson, Howard "Chuck" Johnson
4. Residential Sales Comparison and Income Approaches (AP-06), ABA #0607-052-06, 30 hours
Earl Cass, Jacques Fournier, Bill Gray, Gretchen Koralewski, Don J. Miner, Roy E. Morris, Ron V. Schilling, Aaron Warren
* John Dingeman, Jeremy Johnson, Howard "Chuck" Johnson
5. Statistics, Modeling, Finance (AP-08), ABA #0707-672-08, 15 hours
Earl Cass, Neil Dauler-Phinney, John Dingeman, Jacques Fournier, Bill Gray, Howard Johnson, Gretchen Koralewski, Don J. Miner, Roy E. Morris, Ron V. Schilling, Ann Susko, Aaron Warren
* Howard "Chuck" Johnson

B. Submitted by ASFMRA (America Society of Farm Managers & Rural Appraisers)

1. Cost Approach for General Appraisers – Online, ABA #D0412-1075-12, Distance Education, 30 hours
Howard Audsley

II. BYCONSENTAGENDA

A. Continuing Education – renewals with no changes

1. Submitted by Appraisal Institute
 - a. Appraising the Appraisal: Appraisal Review Residential, ABA #0412-1074, 7 hours
Craig Harrington
 - b. Online Analyzing Distressed Real Estate, ABA #D0705-449, Distance Education, 4 hours
William "Ted" Anglyn
2. Submitted by McKissock LP
 - a. Appraising in a Post-HVCC World, ABA #0810-954; 4 hours
Wally Czekalski
 - b. Essential Elements of Disclosures and Disclaimers, ABA #D0810-956, Distance Education; 5 hours
Dan Bradley
 - c. Live Webinar: Deriving & Supporting Adjustments, ABA #D0512-1082, Distance Education, 3 hours
Dan Bradley, Tracy Martin, Chuck Huntoon
 - d. Live Webinar: Intro. to Complex Appraisal Assignments, ABA #D0512-1083, Distance Education, 5 hours

Dan Bradley, Tracy Martin, Chuck Huntoon

- e. 2012-2013 National USPAP Update & Equivalent, ABA #0210-913, 7 hours
Dan Bradley, Wally Czekalski, Ken Guilfoyle, Chuck Huntoon, Tracy Martin, Richard McKissock, Larry McMillen, Steve Vehmeier, John Willey, Susanne Barkalow, Paul Lorenzen, Dan Tosh, Greg Harding, Rob McClelland, Diana Jacob, Rob Abelson, Alex Gilbert
 - f. Risky Business: Ways to Minimize Your Liability, ABA #D1009-887, Distance Education, 5 hours
Alan Simmons
 - g. The Evolution of Finance and the Mortgage Market, ABA #D1207-725, Distance Education, 4 hours
Chuck Fisher
3. Submitted by Trans-American Institute
- a. URAR Revisited, ABA #0312-1076, 7 hrs
Lynne L. Heiden, Ann Susko, Barry J. Shea
- B. Qualifying Education – renewals with no changes**
- 1. Submitted by Dynasty School
 - a. Real Estate Principles and Procedures, ABA #D0512-1084-01-02, Distance Education, 60 hours
Robert Abelson
 - 2. Submitted by McKissock LP
 - a. Residential Report Writing and Case Studies, ABA #D0512-1085-07, Distance Education, 15 hours
Dan Bradley