

**FINAL MINUTES FOR THE
SPECIAL PUBLIC MEETING OF
THE ARIZONA BOARD OF APPRAISAL**

**May 7, 2013 at 9:00 A.M.
15 S. 15th Ave., Suite 103A
Phoenix, AZ 85007**

Call to order and roll call.

The meeting was called to order by Kevin Yeanoplos at 9:00 a.m.

The following members of the board appeared telephonically:

Kevin Yeanoplos, Chairman
Mike Petrus, Vice Chairman
Erik Clinite
Jeff Nolan
Frank Ugenti
James Heaslet
Joe Stroud

Staff present:

Debra Rudd, Executive Director
Jeanne Galvin, Assistant Attorney General
Jessica Sapio
Amanda Benally

Kevin Yeanoplos read the following agenda item for the record:

Discussion, consideration and possible action regarding the Board's process for handling trainees and those seeking a new classification of certification; impact of SB1316 and the AQB 2015 Criteria, possible revision to the Board's current process and development of a Substantive Policy Statement

At the request of Kevin Yeanoplos, Debra Rudd summarized for the board the purpose of this meeting. She explained to the members that SB1316 has been signed by the Governor and will be in effect 90-days after the current legislative session ends. The meeting is to give direction to the staff regarding potential questions on how to enter the profession. Discussion involved the definition of a trainee. Debra Rudd asked the board if they believe there is any distinction between someone entering the profession and those that currently hold a valid license or certificate and want to go up in level from licensed to certified, or certified residential to certified general. Jeanne Galvin explained that the 2008 criteria have three components, education, experience and passing the national exam. She counseled that in her opinion the current rule R4-46-201(A) (4) requires applicants to prove that their education meets the 2008 criteria regardless of when they obtained the education. Debra Rudd stated in her opinion the AQB criteria allows for those holding a valid license to not have to prove their education obtained prior to receiving the current license or certificate.

Discussion continued with the question regarding how trainees can enter the profession during the

interim period, given their inability to obtain enough experience prior to the January 1, 2015 deadline for the 2008 criteria. The AQB 2015 criteria require a trainee to take a four hour class for Supervisors and Trainees, prior to gaining experience. Debra Rudd explained that the AQB have now exempted the trainees from attending the required four hour course prior to January 1, 2015. They will be able to be registered and start to accumulate their experience prior to attending this particular course.

Discussion regarding the current rules and what would need to be done to meet the AQB criteria ensued. This included how to process the trainee applications, fees that can be charged to these trainees, and what an application would include. The board asked staff to present a draft of the application and proposed fees to the Board by the June meeting. It was decided that trainees should be treated the same as they have been until SB1316 becomes effective. The trainees can gain experience in the meantime.

Frank Ugenti stated that before he had to leave the meeting, he wanted to make sure that valid licensed credential holders are treated differently and given credit for the classes that they already have taken. He then left the meeting at 10:00 a.m. Additional comments were made regarding the AQB criteria and the Arizona Administrative Code which shows a distinction.

Mike Petrus announced that he had to leave the meeting for five minutes and left the meeting at 10:05 a.m. More discussion regarding qualifying education and a rule change was discussed. Mike Petrus rejoined the meeting at 10:10 a.m.

General consensus from the members was to change the rule to mirror the AQB guidelines which would allow the education gained prior to 2008 be counted similar to the outline from the AQB. Jeff Nolan made a motion to have staff bring the application form in compliance to mirror the AQB standards including changing rules up or down not to exceed those exceeding the federal level. Questions about processing the rule changes ensued. Jeff Nolan amended his motion to deal with only the items shown on the matrix of changes provided by the AQB. Joe Stroud seconded the motion. A voice vote resulted in 5 ayes, 1 nay and 1 absent. James Heaslet explained that he wanted to see more information before approving this part of the rules, thus he voted against the motion. Jeanne Galvin pointed out that nothing has been finalized in today's meeting. This meeting was simply to give staff direction. If questioned about this process from the public, staff can state that the board is working on a solution. She thought that Debra Rudd can draft an executive memo including an outline of how to become a trainee, a proposed substantive policy statement and a draft of a trainee application can be completed by the June meeting.

The meeting was adjourned at 10:30 a.m.

ARIZONA BOARD OF APPRAISAL

By: _____
Debra J. Rudd, Executive Director