

FINAL MINUTES
APPLICATION REVIEW COMMITTEE MEETING
Friday, December 14, 2012 10:30 AM

Call to Order and Roll Call

Meeting called to order by James Heaslet, Committee Chairperson at 11:13 AM.

Committee members present at roll call:

James Heaslet
Joe Stroud (Telephonic)

Staff Attendance:

Jeanne Galvin – Assistant Attorney General
Debra Rudd - Executive Director
Jessica Sapio – Staff
Juanita Coghill - Staff
Amanda Benally – Staff

Discussion, consideration and possible recommendation concerning Melanie Roy, application # AR11325:

Applicant Melanie Roy appeared before the Committee as was requested. This is the third time the Committee had reviewed her work and after much discussion, the Committee found that the samples provided were not sufficient to recommend to the full Board approval to grant Ms. Roy her Certified Residential license. James Heaslet made a motion to recommend the denial of Ms. Roy's application. Joe Stroud seconded the motion. The Committee voted unanimously in favor of the motion. The Committee went off the record to review the files. The Committee came back on the record for discussion.

Discussion, consideration and possible action concerning amendments to the Board's Reciprocity Agreement necessitated by upcoming changes to the AQB effective July 1, 2013:

Ms. Rudd informed the Committee that there will need to be changes to the Board's current statutes and rules so that the Board could be in compliance with the upcoming changes from the Appraiser Qualifications Board (AQB) regarding reciprocity, which takes effect on July 1, 2013. Ms. Rudd recommended that the Committee and Board adopt policies similar to Kentucky and Oregon, which state that if the applicant is in good standing and is AQB compliant that the state will accept the reciprocal license application. James Heaslet asked Ms. Rudd if a request to require every appraiser to take an exam regarding state statutes and rules every two years could also be placed on the legislative changes wish list. The Committee came to a consensus that they would recommend to the full Board that Ms. Rudd continue to proceed with attempting to get legislation started immediately so that the Board could be compliant with the upcoming AQB changes.

Discussion, consideration and possible action concerning the administrative processing of applications requiring a criminal background review:

The Committee discussed the administrative process of processing applications requiring the results from the criminal background check. The Committee directed staff to continue to bring the files to the Committee for approval, pending DPS, and authorized staff to issue the license or certificate if the DPS results came back clean. If the DPS results show a hit, staff is to place the file back on the agenda for the Committee to review.

James Heaslet made a motion to recommend the following to the Board:

To recommend that Ms. Rudd continue to proceed with attempting to get legislation started immediately so that the Board could be compliant with the upcoming AQB changes. To direct staff to continue to bring the application files to the Committee for approval, pending DPS, and authorize staff to issue the license or certificate if the DPS results come back clean. If the DPS results show a hit, staff is to place the application file back on the agenda for the Committee to review.

To approve the following application:

Licensed Residential by exam unless otherwise noted

AR11601 Sara L. Bashore* (by reciprocity)
AR11597 Harvey M. Melamed (by reciprocity)

To deny the following applications due to sufficient errors on the reviewed appraisal reports:

AR11325 Melanie A. Roy

To approve applications for license/certificate already issued:

10246 Theodore S. Goldenberg
22258 Juliet M. Perrucci
22260 Natalie H. Thompson
31926 Bradley A. Wood
31927 David K. Baldwin
TP41399 Darryl L. Moeller*
TP41402 Patrick A. Hallman*

To remove the following application from the agenda:

TP41403 Eugene F. Nelson*

To approve the following AMC application upon receipt of certificate of good standing:

207 Appraisal Nation, LLC

Adjournment

The meeting was adjourned.

James Heaslet, Committee Chairperson

**AGENDA
COMMITTEE ON APPLICATION REVIEW
December 14, 2012
10:30 A.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.

I. Call to Order and Roll Call

II. Other Business

A. Report on number of Arizona Appraisers and Property Tax Agents:

	<u>12/2010</u>	<u>12/2011</u>	<u>12/2012</u>
Licensed Residential	497	380	287
Certified Residential	1183	1182	1119
Certified General	808	806	779
December Totals	2488	2368	2185
Nonresident Temporary	61	76	106
Property Tax Agents	358	356	385

B. Discussion, Consideration and Possible Action Regarding:

1. Amendments to the Board's Reciprocity Agreement necessitated by upcoming changes to the AQB effective July 1, 2013.
2. Administrative processing of applications requiring a criminal background review.

III. Applications Reviewed for the First Time

A. Licensed Residential by exam unless otherwise noted

AR11601 Sara L. Bashore* (by reciprocity)

IV. Applications to be Reconsidered

AR11325 Melanie A. Roy
AR11597 Harvey M. Melamed (by reciprocity)

V. Applications for License/Certificate Already Issued

A. Reciprocity

10246 Theodore S. Goldenberg
22258 Juliet M. Perrucci
22260 Natalie H. Thompson
31926 Bradley A. Wood
31927 David K. Baldwin

B. Nonresident Temporary

TP41399 Darryl L. Moeller*
TP41402 Patrick A. Hallman*
TP41403 Eugene F. Nelson*

VI. AMC Applications

207 Appraisal Nation, LLC

VII. Adjournment

Copies of this agenda and additional information regarding any of the items listed above may be obtained 24 hours prior to the scheduled meeting from the Arizona Board of Appraisal, 1400 W. Washington, Suite 360, Phoenix, Arizona, Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays. Telephone (602) 542-1558. If a disabled person needs any type of accommodation, please notify the Board's ADA Compliance Coordinator, Rebecca Loar, as soon as possible prior to the meeting at (602) 542-1595.