



# OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

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TO: John D. Doak, Chairperson  
Stephen C. Walton, Vice-Chairperson  
H.E. Ted Smith, Member  
Becky Zarecki, Member

Shelley Pruitt, Member  
Patricia G. Broome, Member  
James R. Artman, Member  
Betty J. Cagle, Member

## AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Wednesday, May 2, 2018, at 9:30 a.m. The meeting will be held in the Public Conference Room of the Oklahoma Insurance Department, Five Corporate Plaza, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department, Five Corporate Plaza, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112 on Monday, April 30, 2018 at 9:30 a.m. Copies were transmitted by the undersigned to the offices of the aforementioned members on April 25, 2018. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on April 30, 2018.

## MEETING PROCEDURE

- I. Call to Order.  
Roll Call of Board Members.
- II. Reading and Approval of Minutes.  
April 4, 2018 Regular Session
- III. Discussion and Possible Action Regarding the Findings of Fact, Conclusions of Law and Recommendation of the Hearing Officer in the Matter of Service 1<sup>st</sup> Valuation and Settlement Services; Complaint #A17-014; to Include any Associated Matters or Motions.  
  
Possible Executive Session as authorized by 25 O.S. 2011 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.
- IV. Discussion and Possible Action Regarding a Disciplinary Hearing Panel Recommendation in the Matter of Annemieke E. Roell; Complaint #17-020 and Complaint #17-025; to Include any Associated Matters or Motions.  
  
Possible Executive Session as authorized by 25 O.S. 2011 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.
- V. Discussion and Possible Action Regarding a Disciplinary Hearing Panel Recommendation in the Matter of Vincent P. Adams; Complaint #17-018A; to Include any Associated Matters or Motions.

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Possible Executive Session as authorized by 25 O.S. 2011 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the

VI. Discussion and Possible Action Regarding a Recommendation of Dismissal by the Board's Prosecutor in the Matter of Novo Appraisal Management Company; Complaint #A15-027 to Include any Associated Matters or Motions.

Possible Executive Session as authorized by 25 O.S. 2011 §307(B)(8) regarding the above matter in order to engage in deliberations or render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.

VII. Chairperson's Report.  
Vice-Chairperson's Report.  
Director's Report.

- A. Discussion and possible action regarding suspension of individuals for nonpayment of annual fees due on February 28, 2018
- B. Discussion and possible action regarding approval of renewal applications due by June 30, 2018 and authority to issue certificates.
- C. Discussion and possible action regarding approval of original certificates of registration for appraisal management companies. **NO REPORT**
- D. Discussion and possible action regarding approval of AMC renewal applications due by June 30, 2018 and authority to issue certificates.

VIII. Committee Reports.

- A. Disciplinary Procedures Committee.
- B. Education, Experience & Testing Committee.
  1. Discussion and possible action regarding approval of course submittals.
  2. Discussion and possible action regarding approval or disapproval of various applications received and authority to issue certificates.
  3. Discussion and possible action regarding approval or disapproval of experience documentation of applicants.
- C. Legislation & Rules Committee.
- D. Probable Cause Committee.
  1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
  2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.
  3. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

IX. Discussion and Possible Action Regarding Appointment of David R. Engle to the Education, Experience and Testing Committee for the Remainder of Calendar Year 2018.

X. New Business

XI. Adjournment.



  
CHRISTINE MCENTIRE, Director