



# 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**  
**Lee R. Caesar, Jr., Member**

**Shelley Pruitt, Member**  
**John P. Smithson, 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, June 1, 2016, 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 Tuesday, May 31, 2016 at 9:00 a.m. Copies were transmitted by the undersigned to the offices of the aforementioned members on May 24, 2016. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on May 31, 2016.

## MEETING PROCEDURE

- I. **Call to Order.**  
**Roll Call of Board Members.**
- II. **Reading and Approval of Minutes.**  
May 4, 2016 Regular Session
- III. **Discussion and Possible Action Regarding a Request for a 60 Day Extension to Complete the Corrective Education Requirements of Board Order #15-017 in the Matter of Stefan M. Barnhouse; Complaint #15-002, #15-003 and #15-005 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 Terry L. Buford; Complaint #15-020 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 Consent Agreement in the Matter of Nancy L. Cates; Complaint #15-024 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.

VI. **Discussion and Possible Action Regarding a Consent Agreement in the Matter of Elizabeth J. Angelo; Complaint #15-029 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 March 31, 2016.
- B. Discussion and possible action regarding approval of renewal applications due by July 31, 2016 and authority to issue certificates.
- C. Discussion and possible action regarding approval of original certificates of registration for appraisal management companies.
- D. Discussion and possible action regarding approval of AMC renewal applications due by July 31, 2016 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 a Bid for State Legislative Consultant Services with Capital City Associates for FY 2017 and Four Options to Renew, to include any Associated Matters or Motions.**

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- X. Discussion and Possible Action Regarding Notification by Tulsa Technology Center of the Termination of their Appraiser Education Program and the Requirement of Appraisers to Take 21 Hours of "Live" Continuing Education to include any Associated Matters or Motions.
  - XI. Discussion and Possible Action Regarding The Appraisal Subcommittee's Notice of Proposed Rulemaking to Implement Collection and Transmission of Annual AMC Registry Fees to include any Associated Matters or Motions.
  - XII. **(Tabled from March 30 and May 4 board meetings)**  
Discussion and Possible Action Regarding Administrative Policies and Procedures Related to the Enforcement of Probation on a Respondent in a Complaint Filing to Include any Associated Matters or Motions.
  - XIII. New Business.
  - XIV. Adjournment.



  
CHRISTINE MCENTIRE, Director