OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

TO: John D. Doak, Chairperson
Lee R. Caesar Jr., Vice-Chairperson
P. Lane Wheeler, Member
Stephen C. Walton, Member
Shelley Pruitt, Member
John P. Smithson, Member
Patti L. Fisher, Member
Betty J. Cagle, Member

AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Wednesday, June 5, 2013, 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, June 3, 2013 at 10:00 a.m. Copies were mailed or transmitted by the undersigned to the offices of the aforementioned members on May 28, 2013. This agenda was posted to the Oklahoma Insurance Department website (www.reab.oid.ok.gov) on June 3, 2013.

MEETING PROCEDURE

I. **Call to Order.**
Roll Call of Board Members.

II. **Reading and Approval of Minutes.**
May1, 2013 Regular Session.

III. **Discussion and Possible Action Regarding a Disciplinary Hearing Panel Recommendation in the Matter of James R. Singley; Complaint #12-006; to include a Request for Oral Argument and 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. **Chairperson's Report.**
Vice-Chairperson's Report.
Director's Report.

A. Discussion and possible action regarding suspension of individuals for non-payment of annual fees due on March 31, 2013.
B. Discussion and possible action regarding approval of renewal applications due by July 31, 2013 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, 2013 and authority to issue certificates.
E. Discussion and possible action regarding issuance of new credentials to all non-AQB Compliant State Licensed Appraisers pursuant to the Appraiser Qualification Criteria effective July 1, 2013.

V. **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.

VI. **Discussion and Possible Action Regarding Attendance at the Spring Conference of the Association of Appraiser Regulatory Officials by Board Members and Board Staff.**

VII. **Discussion and Possible Action Regarding Exercising the Second of Four Options to Renew a Contract for Lobbying Services with Capital City Associates for Fiscal Year 2014 to Include Any Associated Matters or Motions.**

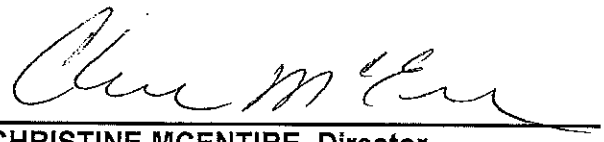
VIII. **Discussion and Possible Action Regarding Exercising the Third of Four Options to Renew a Contract for Testing Services with Psychological Services, Inc., for Fiscal Year 2014 to Include Any Associated Matters or Motions.**

IX. **Discussion and Possible Action Regarding an Affidavit of Voluntary Surrender of Appraiser Credential In Lieu of Disciplinary Proceedings in the Matter of William A. Burns; Complaint #12-036; 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.

X. **New Business.**

XI. **Adjournment.**



CHRISTINE MCENTIRE, Director