



STATE OF OKLAHOMA  
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

August 7, 2013  
Date

252  
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held its regularly scheduled meeting on August 7, 2013 at 9:30 a.m. The Meeting was held in the Public Meeting Room of the offices of the Oklahoma Insurance Department at 5 Corporate Plaza, 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma. In compliance with the Open Meeting Act, 25 O.S. §301 et seq., the agenda for this meeting was posted at the main entrance of the Oklahoma Insurance Department at 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma on Monday, August 5, 2013 at 9:00 a.m., and was mailed or hand delivered to the offices of the Board members on July 30, 2013 and posted to the REAB website on August 5, 2013. The agenda is attached as Exhibit A.

- I. **CALL TO ORDER.** Vice-Chairperson Lee R. Caesar, Jr. called the meeting to order at 9:30 a.m. The roll of Board members was called to establish a quorum.

Board members present were: Lee R. Caesar, Jr.;  
James R. Artman;  
Betty J. Cagle;  
P. Lane Wheeler;  
Stephen C. Walton; and  
John P. Smithson

Board members excused were: John D. Doak, Chairperson and Shelley Pruitt

Based on the result of the roll call, a quorum was declared present by the Chair.

Others in attendance were: Christine McEntire, Director; Barron Brown, Counsel for Commissioner John D. Doak; Bryan Neal, Assistant Attorney General; and Rebecca Keesee, Legal Secretary. Others present were: Steve McCaleb, Glinda Cordell, Mike Cordell; Melissa Hadley, Addison Walton, Avery Walton, John Hollister and Traber Smithson.

- II. **READING AND APPROVAL OF MINUTES.** (Exhibit B) Mr. Wheeler moved that the reading of the minutes of the July 10, 2013 session be waived and approved as published and distributed. The Motion was seconded by Mr. Smithson. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Excused
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

- III. **Discussion and Possible Action Regarding a Disciplinary Hearing Panel Recommendation in the Matter of William D. Mowat; Complaint #12-050; to include any Associated Matters or Motions.** (Exhibit C)

Mr. Caesar recused himself from consideration of Agenda Item III due to Probable Cause Committee service.

Upon recusal of Mr. Caesar, Mr. Smithson moved that Mr. Wheeler be nominated as interim Vice-Chairperson. The Motion was seconded by Mr. Walton. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Excused
	Mr. Smithson	Yes
	Mr. Caesar	Recused

THE RESULT WAS FIVE IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

Mr. Walton made a Motion to adopt the recommended discipline as presented. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Excused
	Mr. Smithson	Yes
	Mr. Caesar	Recused

THE RESULT WAS FIVE VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

Shelley Pruitt entered the meeting at 9:38 a.m.

At this point, Agenda Item V was taken out of order, by order of the Chair.

V. **Discussion and Possible Action Regarding a Consent Order in the Matter of Larry D. Puyear ; Complaint #12-053 and #12-054; to include any Associated Matters or Motions.** (Exhibit D)

Mr. Smithson made a Motion to accept the Consent Order as presented. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Recused

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE, NONE OPPOSED AND ONE RECUSED. THE MOTION WAS AGREED TO.

IV. **Discussion and Possible Action Regarding a Consent Order in the Matter of Rodney S. Wilson; Complaint #11-014; to include any Associated Matters or Motions.** (Exhibit E)

Mr. Walton made a Motion to accept the Consent Order as presented. The Motion was seconded by Ms. Cagle. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

VI. **CHAIRPERSON'S REPORT.** The Chairperson offered no report.

**VICE-CHAIRPERSON'S REPORT.** The Vice-Chairperson offered no report.  
**DIRECTOR'S REPORT.**

**A. Discussion and possible action regarding suspension of individuals for non-payment of annual fees due on May 31, 2013. (Exhibit F)**

Mr. Wheeler made a Motion and it was seconded by Mr. Smithson to issue an order to suspend the individual listed in Agenda Item VI, Director's Report A. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

**B. Discussion and possible action regarding approval of renewal applications due by September 30, 2013 and authority to issue certificates. (Exhibit G)**

Mr. Wheeler made a Motion and it was seconded by Mr. Walton to approve Board staff to issue renewal certificates to the individuals listed in Agenda Item VI, Director's Report B. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

**C. Discussion and possible action regarding approval of original certificates of registration for Appraisal Management Companies. (Exhibit H)**

**C. 1** Mr. Walton made a Motion and it was seconded by Ms. Pruitt to approve Board staff to issue an original certificate of registration to the company listed in Agenda Item VI, Director's Report C.1. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

**C. 2** Mr. Walton made a Motion and it was seconded by Ms. Cagle to accept the recommendation to deny the application of the company listed in Agenda Item VI, Director's Report C.2. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes



Ms. Cagle	Yes
Mr. Wheeler	Yes
Mr. Walton	Yes
Ms. Pruitt	Yes
Mr. Smithson	Yes
Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

**3. Discussion and possible action regarding approval or disapproval of experience documentation of applicants. (Exhibit K)**

**3(A)** Mr. Wheeler made a Motion and it was seconded by Ms. Cagle to allow the staff to be given authority to approve the application for upgrade and be given authority to issue an upgrade certificate to the individual listed in Agenda Item VII. B.3(A), contingent upon receipt of proof of acceptable examination results and payment of required fees. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

**C. Legislation and Rules Committee. No Action.**

**D. Probable Cause Committee.**

**1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee. No action.**

**2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee. No action.**

**3. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations. No action.**

**VIII. Discussion and Possible Action Regarding Approval of Board Meeting Dates for Calendar Year 2014. (Exhibit L)**

Following a brief discussion of the Board Meeting dates Mr. Caesar made a Motion and it was seconded by Mr. Wheeler to approve the Board Meeting dates for calendar year 2014 as presented. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Mr. Artman	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Walton	Yes
	Ms. Pruitt	Yes
	Mr. Smithson	Yes
	Mr. Caesar	Yes

THE RESULT WAS SEVEN VOTES IN THE AFFIRMATIVE AND NONE OPPOSED. THE MOTION WAS AGREED TO.

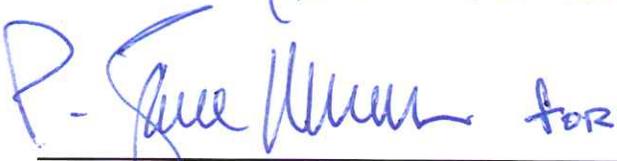
**IX. NEW BUSINESS.**

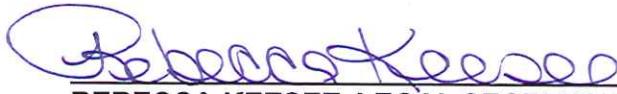
**X. ADJOURNMENT.** The Board adjourned by general consent.

**OFFICIAL MINUTES.**

The action taken by the Oklahoma Real Estate Appraiser Board on the items for consideration after Motion duly made and seconded has been noted herein and made a part of these minutes. The Board caused the entire proceeding of the meeting, excepting any executive sessions, to be recorded on a digital audio recording device to be retained as a record in the office of the Board. Exhibits are A through L.



*(Interim Vice Chair)*  
  
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**LEE R. CAESAR JR., VICE-CHAIRPERSON**  
OKLAHOMA REAL ESTATE APPRAISER BOARD

  
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**REBECCA KEESEE, LEGAL SECRETARY**  
OKLAHOMA REAL ESTATE APPRAISER BOARD