



# 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**  
**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, September 7, 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, September 6, 2016 at 9:00 a.m. Copies were transmitted by the undersigned to the offices of the aforementioned members on August 31, 2016. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on September 6.

## MEETING PROCEDURE

- I. Call to Order.  
Roll Call of Board Members.
- II. Reading and Approval of Minutes.  
August 3, 2016 Regular Session  
  
(Tabled from August 3<sup>rd</sup> Board Meeting due to lack of quorum)
- III. Discussion and Possible Action Regarding a Surrender in Lieu of Disciplinary Proceedings in the Matter of Jason W. Williams; Complaint #15-046; #16-001; #16-002; #16-033; #16-006; #16-010 and #16-011 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 Consent Agreement in the Matter of Samuel R. Fannin, Complaint #15-051; 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 Rachel A. Surovey, Complaint #15-050; 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. **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 June 30, 2016. **NO REPORT**
- B. Discussion and possible action regarding approval of renewal applications due by October 30, 2016 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 October 30, 2016 and authority to issue certificates.

VII. **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.

VIII. (Tabled from August 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.**

IX. **Discussion and Possible Regarding Attendance at the Fall Conference of the Association of Appraiser Regulatory Officials in Washington, D.C., between October 21, 2016 and October 24, 2016.**

X. **New Business.**

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XI. Adjournment.



  
CHRISTINE MCENTIRE, Director