



# OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

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**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  
James R. Artman, Member  
Betty J. Cagle, Member

## AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Wednesday, November 6, 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, November 4, 2013 at 9:00 a.m. Copies were mailed or transmitted by the undersigned to the offices of the aforementioned members on October 29, 2013. This agenda was posted to the Oklahoma Insurance Department website ([www.reab.oid.ok.gov](http://www.reab.oid.ok.gov)) on November 4, 2013.

## MEETING PROCEDURE

- I. Call to Order.  
Roll Call of Board Members.
- II. Reading and Approval of Minutes.  
October 9, 2013 Regular Session.
- III. 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 August 30, 2013 – No Report.
  - B. Discussion and possible action regarding approval of renewal applications due by December 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 December 31, 2013 and authority to issue certificates.
- IV. 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.
- V. Discussion and Possible Action Regarding Appointment of Individuals to Education, Experience and Testing Committee; Legislation and Rules Committee; and Individuals to Standards and Disciplinary Procedures Committee with Concurrent Appointment as Appraiser Hearing Officers for the Calendar Year 2014.
- VI. Discussion and Possible Action Regarding Purchase of the 2014-2015 USPAP Manual for Board Members, Staff and All Committee Persons.
- VII. Discussion and Possible Action Regarding Approval of Draft Legislation to Amend the Oklahoma Certified Real Estate Appraiser's Act in Accordance with the January 1, 2015 Appraiser Qualification Criteria Changes.
- VIII. Discussion and Possible Action Regarding Attendance at the Fall Conference of the Association of Regulatory Officials by Board Members and Board Staff
- IX. New Business.
- X. Adjournment.



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CHRISTINE MCENTIRE, Director