



OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

TO: John D. Doak, Chairperson
Lee R. Caesar Jr., Vice-Chairperson
P. Lane Wheeler, Member
Kim N. Allen, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Patti L. Fisher, Member
Betty J. Cagle, Member

AGENDA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held on Friday, November 4, 2011 at 9:30 a.m. The meeting will be held in the public conference room of the Oklahoma Insurance Department, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department, 5 Corporate Plaza, 3625 Northwest 56th Street, Suite 100, Oklahoma City, Oklahoma 73112 on Thursday, October 27, 2011 at 2:30 p.m. Copies were mailed or transmitted by the undersigned to the offices of the aforementioned members on Thursday, October 27, 2011. This agenda was posted to the Oklahoma Insurance Department website (www.reab.oid.ok.gov) on Thursday, October 27, 2011.

MEETING PROCEDURE

- I. **Call to Order.**
Roll Call of Board Members.
- II. **Reading and Approval of Minutes.**
October 7, 2011: 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 31, 2011.
 - B. Discussion and possible action regarding approval of renewal applications due by December 31, 2011 and authority to issue certificates.
 - C. Discussion and possible action regarding approval of original certificates of registration for appraisal management companies.
- 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.
Discussion and possible action regarding report from Legislative Liaison.
- 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 Disciplinary Hearing Panel Recommendation in the Matter of Jeffrey D. Phillips and Zachary A. Phillips; Complaint #10-102, to include oral argument and any associated matters or motions.
- Possible Executive Session as authorized by 25 O.S. 2001 §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 as to whether or not to modify staff procedures to allow respondents the opportunity to respond to staff or PCC generated grievances prior to submission and review by the Probable Cause Committee.
- VII. Discussion and possible action regarding Board Order 11-017 in the Matter of Tony M. Hensley, Complaint #11-003; and Board Order 09-027(A) in the Matter of Tony M. Hensley, Complaint #08-076; with respect to the matter of unpaid fines and costs by an inactive appraiser.
- VIII. Discussion and possible action regarding Board Order 08-022 in the Matter of Gordon Cook, Complaint #07-003, with respect to the matter of unpaid fines and costs by an inactive appraiser.
- IX. Discussion and possible action regarding a Consent Order in the Matter of G. Jodie Ware, Complaint #10-103, to include any associated motions or matters.
- Possible Executive Session as authorized by 25 O.S. 2001 §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. Discussion and possible action regarding appointment of Rules Liaison and Attestation Officer pursuant to OAC 655:10.
- XI. New Business.
- XII. Adjournment.

/s/
CHRISTINE MCENTIRE, Interim Director