

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held February 7, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

I. Call to Order

II. Reading and Approval of Minutes

January 10, 2003 – Regular Meeting

III. Chairman Report

Vice-Chairman Report

Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

2. Discussion and possible action regarding granting credit to board members for attendance at the past Washington meetings of AARO and AQB.

3. Discussion and possible action regarding National USPAP course information.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of three PCC Committee members for the next quarter service.

V. Discussion and possible action regarding Appeal to District Court in the matter of Dennis N. Wilson, Disciplinary Case No. 00-1282-DIS. Dennis Wilson, Petitioner, Case No. CJ-02-353-02.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above disciplinary matter and in order for the Board to discuss legal matters related to this disciplinary action with its attorney.

VI. Discussion and possible action regarding hiring a prosecuting attorney with regard to disciplinary matters.

VII. Discussion and possible action regarding request for licensure in the matter of Charles B. Howard.

VIII. Discussion and possible action regarding request for reinstatement in the matter of Thomas M. Woods.

IX. Discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor and any administrative follow-up requirements needed with regard to approved emergency rules.

X. Discussion and possible action regarding proposed legislation regarding the possible change of the Board to status independent of the Oklahoma Insurance Department.

XI. Discussion and possible action regarding AARO membership.

XII. Old Business

1002A. Discussion and possible action regarding various Attorney General's opinions requested on October 4, 2002.

XIII. New Business

XIV. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on January 28, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on January 28, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman

Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held February 7, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes

- III. January 10, 2003 – Regular Meeting
Chairman Report

- Vice-Chairman Report
- Director's Report
- IV. Board Member Reports
 - A. Disciplinary Procedures Committee
 - B. Education, Experience & Testing Committee
 1. Discussion and possible action regarding course submittals approval.
 2. Discussion and possible action regarding granting credit to board members for attendance at the past Washington meetings of AARO and AQB.
 3. Discussion and possible action regarding National USPAP course information.
 - C. Legislation & Rules Committee
 - D. Probable Cause Committee
 1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
 2. Discussion and possible action regarding appointment of three PCC Committee members for the next quarter service.

- V. Discussion and possible action regarding Appeal to District Court in the matter of Dennis N. Wilson, Disciplinary Case No. 00-1282-DIS. Dennis Wilson, Petitioner, Case No. CJ-02-353-02.

- Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above disciplinary matter and in order for the Board to discuss legal matters related to this disciplinary action with its attorney.

- VI. Discussion and possible action regarding hiring a prosecuting attorney with regard to disciplinary matters.

- VII. Discussion and possible action regarding request for licensure in the matter of Charles B. Howard.
- VIII. Discussion and possible action regarding request for reinstatement in the matter of Thomas M. Woods.
- IX. Discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor and any administrative follow-up requirements needed with regard to approved emergency rules.
- X. Discussion and possible action regarding proposed legislation regarding the possible change of the Board to status independent of the Oklahoma Insurance Department.
- XI. Discussion and possible action regarding AARO membership.
- XII. Old Business

1002A. Discussion and possible action regarding various Attorney General's opinions requested on October 4, 2002.

XIII. New Business

XIV. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on January 28, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on January 28, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
SPECIAL MEETING
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

A special meeting of the Oklahoma Real Estate Appraiser Board is to be held February 13, 2003 at 1:00 p.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

I. Call to Order

II. Reading and Approval of Minutes

January 10, 2003 – Regular Meeting

III. Chairman Report

Vice-Chairman Report
Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

2. Discussion and possible action regarding granting credit to board members for attendance at the past Washington meetings of AARO and AQB.

3. Discussion and possible action regarding National USPAP course information.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

2. Discussion and possible action regarding appointment of three PCC Committee members for the next quarter service.

V. Discussion and possible action regarding Appeal to District Court in the matter of Dennis N. Wilson, Disciplinary Case No. 00-1282-DIS. Dennis Wilson, Petitioner, Case No. CJ-02-353-02.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above disciplinary matter and in order for the Board to discuss legal matters related to this disciplinary action with its attorney.

VI. Discussion and possible action regarding hiring a prosecuting attorney with regard to disciplinary matters.

VII. Discussion and possible action regarding request for licensure in the matter of Charles B. Howard.

VIII. Discussion and possible action regarding request for reinstatement in the matter of Thomas M. Woods.

IX. Discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor and any administrative follow-up requirements needed with regard to approved emergency rules.

X. Discussion and possible action regarding proposed legislation regarding the possible change of the Board to status independent of the Oklahoma Insurance Department.

XI. Discussion and possible action regarding AARO membership.

XII. Old Business

1002A. Discussion and possible action regarding various Attorney General's opinions requested on October 4, 2002.

XIII. New Business

XIV. Adjournment

The Special Meeting Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on February 10, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on February 10, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held March 7, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes

February 13, 2003 – Regular Meeting

- III. Chairman Report

Vice-Chairman Report
Director's Report

- IV. Board Member Reports

- A. Disciplinary Procedures Committee
- B. Education, Experience & Testing Committee
1. Discussion and possible action regarding course submittals approval.
2. Discussion and possible action regarding USPAP course provided by Myloe Wilson.
- C. Legislation & Rules Committee
- D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of volunteers to assist Probable Cause Committee.

- V. Discussion and possible action regarding OREAB monthly budget.

VI. Discussion and possible action regarding Appeal to District Court in the matter of Dennis N. Wilson, Disciplinary Case No. 00-1282-DIS. Dennis Wilson, Petitioner, Case No. CJ-02-353-02.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above disciplinary matter and in order for the Board to discuss legal matters related to this disciplinary action with its attorney.

VII. Discussion and possible action regarding the contractual agreement with the Attorney General's Office to furnish dual representation versus hiring outside counsel as the Board prosecutor and/or Board advisor.

VIII. Discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor.

IX. Discussion and possible action regarding the State Regulatory Advisory Group.

X. Discussion and possible action regarding the reporting codes to the ASC National Registry as applies to revocations as a result of non-payment of annual fees.

XI. Old Business

1002A. Discussion and possible action regarding various Attorney General's opinions requested on October 4, 2002.

XII. New Business

XIII. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on February 25, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on February 25, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held March 28, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
 - II. Reading and Approval of Minutes
- March 7, 2003 – Regular Meeting

III. Chairman Report

Vice-Chairman Report
Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly budget.

VI. Discussion and possible action regarding reinstatement of appraiser license in the matter of Jim McClain

VII. Discussion and possible action regarding request for licensure in the matter of Danny J. Webb.

VIII. Discussion and possible action regarding the contractual agreement with the Attorney General's Office to furnish dual representation versus hiring outside counsel as the Board prosecutor and/or Board advisor.

IX. Discussion and possible action regarding the reporting codes to the ASC National Registry as applies to revocations as a result of non-payment of annual fees.

X. Hearing of Public Comments and discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor.

XI. Old Business

XII. New Business

XIII. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on March 18, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on March 18, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held March 28, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order

- II. Reading and Approval of Minutes
March 7, 2003 – Regular Meeting

- III. Chairman Report
Vice-Chairman Report
Director's Report

- IV. Board Member Reports
 - A. Disciplinary Procedures Committee
 - B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly budget.

VI. Discussion and possible action regarding reinstatement of appraiser license in the matter of Jim McClain

VII. Discussion and possible action regarding request for licensure in the matter of Danny J. Webb.

VIII. Discussion and possible action regarding the contractual agreement with the Attorney General's Office to furnish dual representation versus hiring outside counsel as the Board prosecutor and/or Board advisor.

IX. Discussion and possible action regarding the reporting codes to the ASC National Registry as applies to revocations as a result of non-payment of annual fees.

X. Hearing of Public Comments and discussion and possible action regarding the proposed adoption of new permanent rules version of the emergency rules change in October 2002 approved by the Governor.

XI. Old Business

XII. New Business

XIII. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on March 18, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on March 18, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member

Harold J. Snyder III, Member

Travis L. Parsons, Member

Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held May 2, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

I. Call to Order

II. Reading and Approval of Minutes

March 28, 2003 – Regular Meeting

III. Chairman Report

Vice-Chairman Report

Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly budget.

VI. Discussion and possible action regarding request for licensure in the matter of Curtis A. Rice.

VII. Discussion and possible action regarding a contractual agreement to furnish outside counsel to prosecute disciplinary matters.

Possible Executive Session as authorized by 25 O.S. 2001§307(B)(8), regarding the above matter and in order for the Board to discuss legal matters related to this action with its attorney.

VIII. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.

IX. Discussion and possible action regarding recent board representation at the State Regulators Advisory Meeting and AARO Spring Meeting.

X. Discussion and possible action regarding response to appraisers concerning recent survey with regard to possible legislation for board independence.

XI. Old Business

XII. New Business

XIII. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on April 22, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on April 22, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held June 6, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes
March 28, 2003 – Regular Meeting
- III. Chairman Report

Vice-Chairman Report
Director's Report
- IV. Board Member Reports
 - A. Disciplinary Procedures Committee
 - B. Education, Experience & Testing Committee
 1. Discussion and possible action regarding course submittals approval.
 - C. Legislation & Rules Committee
 - D. Probable Cause Committee
 1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
 2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
- V. Discussion and possible action regarding OREAB monthly budget.
- VI. Discussion and possible action regarding request for licensure in the matter of Curtis A. Rice.
- VII. Discussion and possible action regarding a contractual agreement to furnish outside counsel to prosecute disciplinary matters.
- Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above matter and in order for the Board to discuss legal matters related to this action with its attorney.
- VIII. Discussion and possible action regarding Contracts for Legal Services for Attorney General representation for Fiscal Year 2004.
- IX. Discussion and possible action regarding complaint #02-082 filed against Chad Stites.

- X. Discussion and possible action regarding policy and authority to call, or request, special meetings in the event of a cancellation of a regular meeting.
- XI. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.
- XII. Discussion and possible action regarding recent board representation at the State Regulators Advisory Meeting and AARO Spring Meeting.
- XIII. Discussion and possible action regarding response to appraisers concerning recent survey with regard to possible legislation for board independence.
- XIV. Old Business
- XV. New Business
- XVI. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on May 27, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on May 27, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of June 6, 2003

XIII(A). Discussion and possible action regarding appointment of the new OREAB Vice-Chairman.

The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401NW 23, Suite 28, Oklahoma City, Oklahoma on May 29, 2003 at 1:00 p.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on May 29, 2003.

MICHELLE D. DOBBS, DIRECTOR

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held July 11, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes

June 6, 2003 – Regular Meeting

- III. Chairman Report
Vice-Chairman Report
Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly budget.

VI. Discussion and possible action regarding request made by Charles E. Hickman for consideration of reinstatement of license revoked due to disciplinary action.

VII. Discussion and possible action regarding request made by Heath Boyles, a trainee appraiser, for consideration to grant credit for experience hours acquired between July and December 2002 under an unqualified supervisor.

VIII. Discussion and possible action regarding request made by James T. Shepard to address the Board with regard to allowing supervision hours prior to qualifying to become a supervisor.

IX. Discussion and possible action in the matter of Gerald Dwain Spears vs. Department of Transportation and Oklahoma Real Estate Appraiser Board concerning Motion For Summary Judgment With Respect To His Petition For Attorney Fees And Cost And If The Amount of Fees And Cost Is Controverted, For Hearing With Respect To Amount Of Fees And Costs, And Brief In Support.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above matter and in order for the Board to discuss legal matters related to this action with its attorney.

X. Discussion and possible action regarding issuance of Letters of Concern or Warnings.

XI. Discussion and possible action regarding the annual OREAB seminar.

XII. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.

XIII. Discussion and possible action regarding OREAB newsletter.

- XIV. Old Business
- XV. New Business
- XVI. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on June 30, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on June 30, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held August 1, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes
July 11, 2003 – Regular Meeting

III. Chairman Report

Vice-Chairman Report

Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.
2. Discussion and possible action regarding upgrade procedures.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
 3. Discussion and possible action regarding format of Consent Orders.

V. Discussion and possible action regarding OREAB monthly and annual budget.

VI. Discussion and possible action regarding outside audit and possible legal action with regard to OREAB budget.

VII. Discussion and possible action regarding request made by Mary Jo Jeffries-Pott for consideration of reinstatement of license revoked due to nonpayment of annual fees.

VIII. Discussion and possible action regarding request made by Kathy Street, a trainee appraiser, for consideration to grant credit for experience hours acquired under supervision of Todd Shepard.

IX. Discussion and possible action regarding request made by Eugene Phillips for reconsideration by Board to become a Trainee Appraiser.

- X. Discussion and possible action regarding request made by Mike Green for consideration of reinstatement of license.
- XI. Discussion and possible action regarding request for Attorney General's Opinion with regard to contracting for Insurance Department legal counsel.
- XII. Discussion and possible regarding contract to hire outside prosecutors on OREAB disciplinary matters.
- XIII. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.
- XIV. Old Business

0703(A). Discussion and possible action in the matter of Gerald Dwain Spears vs. Department of Transportation and Oklahoma Real Estate Appraiser Board concerning Motion For Summary Judgment With Respect To His Petition For Attorney Fees And Cost And If The Amount of Fees And Cost Is Controverted, For Hearing With Respect To Amount Of Fees And Costs, And Brief In Support.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above matter and in order for the Board to discuss legal matters related to this action with its attorney.

0703(B). Discussion and possible action regarding issuance of Letters of Concern or Warnings.

XV. New Business

XVI. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on July 22, 2003 at 2:00 p.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on July 22, 2003.

GEORGE R. STIRMAN III, SECRETARY

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of August 1, 2003

X(A). Discussion and possible action regarding request made by Carey Nicholas for consideration of reinstatement of license revoked due to nonpayment of annual fees.

The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401NW 23, Suite 28, Oklahoma City, Oklahoma on July 25, 2003 at 1:00 p.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on July 25, 2003.

MICHELLE D. DOBBS, DIRECTOR

TO: Carroll Fisher, Chairman
Jim R. Burton, Member

Mark O. Bardsley, Vice-Chairman
Jana S. Barker, Member

Thomas G. Evans, Member
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of August 1, 2003

X(B). Discussion and possible action regarding a replacement for the OREAB director who will be retiring October 1, 2003.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above matter and in order for the Board to discuss these matters related to this action with its attorney

The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401NW 23, Suite 28, Oklahoma City, Oklahoma on July 28, 2003 at 8:30 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on July 28, 2003.

MICHELLE D. DOBBS, DIRECTOR

TO: Carroll Fisher, Chairman
Jana S. Barker, Member

Mark O. Bardsley, Vice-Chairman
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

Jim R. Burton, Member
Patti L. Fisher, Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held September 12, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes
August 1, 2003 – Regular Meeting
- III. Chairman Report

Vice-Chairman Report

Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.
2. Discussion and possible action regarding processing and approval of original applications, upgrades & certificates.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly and annual budget.

VI. Discussion and possible action regarding appointment of new board member as co-chair to OREAB committee.

VII. Discussion and possible action regarding request made by Steve Foley, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Todd Shepard,

VIII. Discussion and possible action regarding AQB criteria interpretation issued August 8, 2003.

IX. Discussion and possible action regarding representation at the October ASB & AQB meetings in Washington, D.C.

X. Discussion and possible action regarding approval of Universal Reciprocity Application.

XI. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.

XII. Old Business

XIII. New Business

XIV. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on September 2, 2003 at 10:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on September 2, 2003.

GEORGE R. STIRMAN III,

SECRETARY

TO: Carroll Fisher, Chairman
Jana S. Barker, Member

Mark O. Bardsley, Vice-Chairman
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

Jim R. Burton, Member
Patti L. Fisher, Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of September 12, 2003

XI(A). Discussion and possible action regarding written policies, procedures and guidelines for the PCC as approved by the Board.

XI(B). Discussion and possible action regarding future Director and Secretary staff employments for benefit of the Oklahoma Real Estate Appraiser Board.

Possible Executive Session as authorized by 25 O.S. 2001 §307(B)(8), regarding the above matter and in order for the Board to discuss these matters related to this action with its attorney.
The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on September 4, 2003 at 1:00 p.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on September 4, 2003.

MICHELLE D. DOBBS, DIRECTOR

TO: Carroll Fisher, Chairman
Jana S. Barker, Member

Mark O. Bardsley, Vice-Chairman
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

Jim R. Burton, Member
Patti L. Fisher, Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held October 3, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order
- II. Reading and Approval of Minutes
August 1, 2003 – Regular Meeting
September 12, 2003 – Regular Meeting
- III. Chairman Report
Vice-Chairman Report
Director's Report

IV. Board Member Reports

A. Disciplinary Procedures Committee

B. Education, Experience & Testing Committee

1. Discussion and possible action regarding course submittals approval.
2. Discussion and possible action regarding processing and approval of original applications, upgrades & certificates.

C. Legislation & Rules Committee

D. Probable Cause Committee

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
2. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly and annual budget.

VI. Discussion and possible action regarding request made by John Meyer, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Todd Shepard.

VII. Discussion and possible action regarding request for reinstatement of licenses for Matt Krodel, Gary Carter and

Alonso Portillo.

VIII. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.

IX. Old Business

0903. Discussion and possible action regarding approval of the monthly budget for July.

X. New Business

XI. Adjournment

The Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on September 24, 2003 at 10:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on September 24, 2003.

GEORGE R. STIRMAN III,

SECRETARY

TO: Carroll Fisher, Chairman
Jana S. Barker, Member

Mark O. Bardsley, Vice-Chairman
Harold J. Snyder III, Member

Travis L. Parsons, Member
Lee R. Caesar, Jr., Member

Jim R. Burton, Member
Patti L. Fisher, Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of October 3, 2003

X(A). Discussion and possible action regarding complaint from Jasper Hubbard and periodic inquiries from Peggy Marshall, assistant to Rep. Leist, and appointment of liaison to respond to legislator's inquiry on behalf of the Board and Probable Cause Committee.

The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on September 24, 2003 at 2:00 p.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on September 24, 2003.

MICHELLE D. DOBBS, DIRECTOR

TO:

CARROLL FISHER, CHAIRMAN
MARK O. BARDSLEY, VICE-CHAIRMAN
TRAVIS L. PARSONS, MEMBER
JIMMIE R. BURTON, MEMBER

JANA S. BARKER, MEMBER
HAROLD J. SNYDER III, MEMBER
LEE R. CAESAR JR., MEMBER
PAT L. FISHER, MEMBER

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board

Regular Meeting of October 3, 2003

VIII(A) Discussion and possible action regarding a complaint filed by Mr. Jasper Hubbard and periodic inquiries from Peggy Marshall, assistant to State Representative M. C. Leist, and appointment of liaison to respond to legislative inquiries on behalf of the Board and the Probable Cause Committee.

VIII(B) Discussion and possible action regarding a request made by Mr. Aaron Kelcy, Trainee Appraiser 90157, to grant credit for experience hours acquired under supervision of Todd Shepard.

This addendum to the agenda was posted in the main entrance of the Oklahoma Insurance Department, 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma at 8:30 a.m., Thursday, October 2, 2003.

Copies were forwarded by e-mail by the undersigned to the offices of the members of the Board on October 2, 2003.

GEORGE R. STIRMAN III, Director

TO: Carroll Fisher, Chairman
Mark O. Bardsley, Vice-Chairman
Travis L. Parsons, Member
Jim R. Burton, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Lee R. Caesar Jr., Member
Patti L. Fisher, Member

A G E N D A

REAL ESTATE APPRAISER BOARD

STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held November 7, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 NW 23, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

I. Call to Order.

II. Reading and Approval of Minutes.

August 1, 2003 – Regular Meeting

September 12, 2003 – Regular Meeting

October 3, 2003 – Regular Meeting

III. Chairman's Report.

Vice-Chairman's Report.

Director's Report.

A. Discussion and possible action regarding schedule of regular meetings of the Board for calendar year 2004.

B. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.

IV. Board Member Reports.

A. Disciplinary Procedures Committee.

B. Education, Experience & Testing Committee.

1. Discussion and possible action regarding course submittals approval.

2. Discussion and possible action regarding processing and approval of original applications, upgrades & certificates.

C. Legislation & Rules Committee.

D. Probable Cause Committee.

1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.

2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.

3. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.

V. Discussion and possible action regarding OREAB monthly and annual budget.

VI. Discussion and possible action in the matter of Gerald Dwain Spears vs. Department of Transportation and Oklahoma Real Estate Appraiser Board concerning Motion For Summary Judgment With Respect To His Petition For Attorney Fees And Cost And If The Amount of Fees And Cost Is Controverted, For Hearing With Respect To Amount Of Fees And Costs, And Brief In Support.

VII. Discussion and possible action regarding appointment of agency liaison to the Oklahoma Ethics Commission.

VIII. New Business.

IX. Adjournment.

The Agenda was posted at the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on October 28, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on Tuesday, October 28, 2003.

CAROL WATSON, SECRETARY

TO: Carroll Fisher, Chairman
Mark O. Bardsley, Vice-Chairman
Travis L. Parsons, Member
Jim R. Burton, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Lee R. Caesar Jr., Member
Patti L. Fisher, Member

A G E N D A
REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held December 5, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

I. Call to Order.

II. Reading and Approval of Minutes.

November 7, 2003 – Regular Meeting

III. Chairman's Report.

Vice-Chairman's Report.

Director's Report.

- A. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.
- B. Discussion and possible action regarding approval of renewal applications due in January 2004 and authority to issue certificates.

IV. Board Member Reports.

A. Disciplinary Procedures Committee.

B. Education, Experience & Testing Committee.

- 1. Discussion and possible action regarding course submittals approval.
- 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 of revised REA Form 2, Application Packet Cover Letter.
- 4. Discussion and possible action regarding approval or disapproval of experience documentation of applicants.
- 5. Discussion and possible action regarding application for reinstatement from expired appraiser with complaint pending (01-010) at time of expiration.
- 6. Discussion and possible action regarding policy and procedures of EET Committee.

C. Legislation & Rules Committee.

D. Probable Cause Committee.

- 1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
- 2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.

3. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
- V. Discussion and possible action regarding OREAB monthly and annual budget.
- VI. Discussion and possible action regarding appointment of REAB Committee Co-Chairs.
- VII. Discussion and possible action regarding appointment of REAB Committee persons and concurrent appointment of Standards and Disciplinary Procedures Committee members as Hearing officers.
- VIII. Discussion and possible action regarding reinstatement of certification of Les S. Robinson Miller.
- IX. Discussion and possible action regarding request made by Reuben Barroso, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Leo Hall.
- X. Discussion and possible action regarding request made by Rodney L. Cleavelin, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Leo Hall.
- XI. Discussion and possible action regarding approval for payment of billing from the Derryberry Firm for services rendered.
- XII. Discussion and possible action regarding present and future trainee and/or supervisor programs.
- XIII. Discussion and possible action regarding board members contributions to the "emerging issues" for the 2004 sessions requested by the vice-chairman.
- XIV. New Business.
- XV. Adjournment.

This Agenda was posted at the main entrance of the State Insurance Building at 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma on November 25, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on Tuesday, November 25, 2003.

CAROL WATSON, SECRETARY

TO: Carroll Fisher, Chairman
Mark O. Bardsley, Vice-Chairman
Travis L. Parsons, Member
Jim R. Burton, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Lee R. Caesar Jr., Member
Patti L. Fisher, Member

A G E N D A

REAL ESTATE APPRAISER BOARD
STATE OF OKLAHOMA

The regularly scheduled meeting of the Oklahoma Real Estate Appraiser Board is to be held December 5, 2003 at 9:30 a.m. The meeting will be held in the Commissioner's Conference Room of the Oklahoma Insurance Department, 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma 73107.

MEETING PROCEDURE

- I. Call to Order.

- II. Reading and Approval of Minutes.

November 7, 2003 – Regular Meeting

- III. Chairman's Report.
Vice-Chairman's Report.
Director's Report.
 - A. Discussion and possible action regarding revocation of individuals for non-payment of annual fees.
 - B. Discussion and possible action regarding approval of renewal applications due in January 2004 and authority to issue certificates.

- IV. Board Member Reports.
 - A. Disciplinary Procedures Committee.
 - B. Education, Experience & Testing Committee.
 1. Discussion and possible action regarding course submittals approval.
 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 of revised REA Form 2, Application Packet Cover Letter.
 4. Discussion and possible action regarding approval or disapproval of experience documentation of applicants.
 5. Discussion and possible action regarding application for reinstatement from expired appraiser with complaint pending (01-010) at time of expiration.
 6. Discussion and possible action regarding policy and procedures of EET Committee.

- C. Legislation & Rules Committee
- D. Probable Cause Committee.
 - 1. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations.
 - 2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee.
 - 3. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee.
- V. Discussion and possible action regarding OREAB monthly and annual budget.
- VI. Discussion and possible action regarding appointment of REAB Committee Co-Chairs.
- VII. Discussion and possible action regarding appointment of REAB Committee persons and concurrent appointment of Standards and Disciplinary Procedures Committee members as Hearing officers.
- VIII. Discussion and possible action regarding reinstatement of certification of Les S. Robinson Miller.
- IX. Discussion and possible action regarding request made by Reuben Barroso, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Leo Hall.
- X. Discussion and possible action regarding request made by Rodney L. Cleavelin, a trainee appraiser, for consideration to grant credit for experience hours acquired between under supervision of Leo Hall.
- XI. Discussion and possible action regarding approval for payment of billing from the Derryberry Firm for services rendered.
- XII. Discussion and possible action regarding present and future trainee and/or supervisor programs.
- XIII. Discussion and possible action regarding board members contributions to the "emerging issues" for the 2004 sessions requested by the vice-chairman.
- XIV. New Business.
- XV. Adjournment

This Agenda was posted at the main entrance of the State Insurance Building at 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma on November 25, 2003 at 11:00 a.m.

Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on Tuesday, November 25, 2003.

CAROL WATSON, SECRETARY

TO: Carroll Fisher, Chairman
Mark O. Bardsley, Vice-Chairman
Travis L. Parsons, Member
Jim R. Burton, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Lee R. Caesar Jr., Member
Patti L. Fisher, Member

ADDENDUM TO AGENDA

Oklahoma Real Estate Appraiser Board
Regular Meeting of December 5, 2003

XIII (A). Discussion and possible action regarding purchase of USPAP related publications from The Appraisal Foundation for use by Board and committee members.

The Addendum to the Agenda was posted in the main entrance of the State Insurance Building at 2401 NW 23, Suite 28, Oklahoma City, Oklahoma on December 1, 2003 at 11:00 a.m.
Copies were delivered or mailed by the undersigned to the offices of the aforementioned Members of the Board on December 1, 2003.

CAROL WATSON, SECRETARY