



OKLAHOMA REAL ESTATE APPRAISER BOARD

OKLAHOMA INSURANCE DEPARTMENT

TO: Daryl England, Deputy Commissioner
Lee R. Caesar Jr., Vice-Chairman
Travis L. Parsons, Member
Jim R. Burton, Member

Jana S. Barker, Member
Harold J. Snyder III, Member
Patti L. Fisher, Member
James W. Hoyt, Member

AGENDA REAL ESTATE APPRAISER BOARD STATE OF OKLAHOMA

A regular meeting of the Oklahoma Real Estate Appraiser Board will be held February 4, 2005 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.

This Agenda was posted at the main entrance of the Oklahoma Insurance Department at 2401 Northwest 23rd Street, Suite 28, Oklahoma City, Oklahoma on Tuesday, January 25, 2005 at 11:00 a.m. This agenda was posted to the Insurance Department website (www.oid.state.ok.us) on January 25, 2005. Copies were delivered or e-mailed by the undersigned to the offices of the aforementioned members on Tuesday, January 25, 2005.

MEETING PROCEDURE

- I. Call to Order.
Roll Call of Board Members.
Open Meetings Act Compliance Statement.
Introduction of Commissioner Kim Holland.
- II. Reading and Approval of Minutes.
January 7, 2005: Regular Session.
- 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 March 2005 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 or disapproval of experience documentation of applicants.
 4. 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. **Report of field review by Appraisal Subcommittee, Vicki Ledbetter.**

VII. **Old Business.**

0501 Discussion and possible action regarding disciplinary hearing panel recommendation in the Matter of James A. Boring, Case Numbers 02-0547-DIS and 02-0548-DIS, Complaints Number 02-001 and 02-019, to include hearing of oral argument under the provisions of OAC 600:15-1-17.

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. **New Business.**

IX. **Adjournment.**

CAROL WATSON, SECRETARY