



STATE OF OKLAHOMA
REAL ESTATE APPRAISER BOARD

OFFICIAL MINUTES

April 27, 2012
Date

237
Number

The Real Estate Appraiser Board, established pursuant to the provisions of the Oklahoma Certified Real Estate Appraisers Act, held its regularly scheduled meeting April 27, 2012 at 9:30 a.m. The Meeting was held in the Public Meeting Room of the offices of the Oklahoma Insurance Department at 5 Corporate Plaza, 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma. In compliance with the Open Meeting Act, 25 O.S. § 301 et seq., the agenda for this meeting was posted at the main entrance of the Oklahoma Insurance Department at 3625 NW 56th Street, Suite 100, Oklahoma City, Oklahoma on April 24, 2012 at 10:00 a.m. and was mailed or hand delivered to the offices of the Board members and posted to the REAB website on April 18, 2012. The agenda is attached as Exhibit A.

I. **CALL TO ORDER.** Vice-Chairperson Lee R. Caesar Jr. called the meeting to order at 9:30 a.m. The roll of Board members was called to establish a quorum.

Board members present were: Lee R. Caesar Jr.;
Patti L. Fisher;
Betty J. Cagle;
P. Lane Wheeler;
Stephen C. Walton, and
Jana S. Barker

Board members excused were: John D. Doak, Chairperson and Harold J. Snyder III,
Board Member.

Based on the result of the roll call, a quorum was declared present by the Chair.

Others in attendance were: Christine McEntire, Director; William Combs, Counsel for Commissioner John D. Doak; Bryan Neal, Assistant Attorney General, Christen Watson, Board Secretary, and Rebecca Keesee, Legal Secretary. Others present were: Joe Garnand; Mike Cordell; Glinda Cordell; Jan Preslar; Richard Riley; Steve McCaleb; Sue Wycoff.

II. **READING AND APPROVAL OF MINUTES.** (Exhibit B) Mr. Wheeler moved that the reading of the minutes of the March 30, 2012 session be waived and approved, with the understanding that the error on page 6 is to be corrected, as published and distributed. The motion was seconded by Mr. Walton. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

III. **CHAIRPERSON'S REPORT.** The Chairperson offered no report.

VICE-CHAIRPERSON'S REPORT. The Chair discussed the AARO Conference he, along with other members of the Board and Board staff, attended between April 19th through April 23rd in Chicago, IL.

DIRECTOR'S REPORT.

A. Discussion and possible action regarding suspension of individuals for non-

payment of annual fees due March 30, 2012. (Exhibit C) A Motion was made by Ms. Fisher and seconded by Mr. Wheeler to issue an order to suspend individuals listed in Agenda Item III, Director's Report A. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

B. Discussion and possible action regarding approval of renewal applications due June 30, 2012 and authority to issue certificates. (Exhibit D) A Motion was made by Ms. Barker and seconded by Mr. Wheeler to approve Board staff to issue renewal certificates to the individuals listed in Agenda Item III, Director's Report B. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

C. Discussion and possible action regarding approval of renewal applications for Appraisal Management Companies due June 30, 2012 and authority to issue certificates. (Exhibit E) A Motion was made by Ms. Fisher and seconded by Mr. Walton to issue renewal certificates to the companies listed in Agenda Item III, Director's Report C. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

IV. COMMITTEE REPORTS:

A. Standards and Disciplinary Procedures Committee. No report.

B. Education, Experience and Testing Committee:

1. Discussion and possible action regarding approval of course submittals. (Exhibit F) A Motion was made by Ms. Barker and seconded by Ms. Fisher to approve the recommendation as presented in Agenda Item IV B (1). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.

THE MOTION WAS AGREED TO.

2. Discussion and possible action regarding approval or disapproval of various applications received and authority to issue certificates. (Exhibit G)

2(A). A Motion was made by Ms. Barker and seconded by Mr. Wheeler to approve the application for original licensure for the individuals listed in Agenda Item IV B 2 (A). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

2(B). A Motion was made by Ms. Fisher and seconded by Ms. Cagle to approve the application for reinstatement for the individual listed in Agenda Item IV B 2 (B). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

2(C). A Motion was made by Ms. Barker and seconded by Ms. Fisher to approve the applications for reciprocity for the individuals listed in Agenda Item IV B 2 (C). The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

C. Legislation and Rules Committee. Legislative and Rules Committee offered no report.

D. Probable Cause Committee. The Probable Cause Committee offered no report.

1. Discussion and possible action regarding appointment of volunteers and/or committee members to assist Probable Cause Committee. No action.

2. Discussion and possible action regarding standing operating procedures for the Probable Cause Committee. No action.

3. Discussion and possible action regarding Probable Cause Committee disciplinary recommendations. No Action.

V. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT FOR LEGAL SERVICES FOR FISCAL YEAR 2013 WITH THE OKLAHOMA ATTORNEY GENERAL'S OFFICE WITH RESPECT TO THE SERVICES OF BOARD COUNSEL TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit H)

Ms. Barker made a Motion to accept the Oklahoma Attorney General's contract for legal services as proposed for fiscal year 2013. The Motion was seconded by Ms. Fisher. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

VI. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT FOR LEGAL SERVICES WITH MARY SUE WYCOFF FOR FISCAL YEAR 2013 TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit I)

Mr. Wheeler made a Motion to accept Mary Sue Wycoff's contract for legal services as proposed for the fiscal year 2013. The Motion was seconded by Ms. Barker. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

VII. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT FOR LEGAL SERVICES WITH DERRYBERRY & NAIFEH (STEVE MCCALED) FOR FISCAL YEAR 2013 TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit J)

Mr. Wheeler made a Motion to accept Derryberry & Naifeh's (Steve McCaleb) contract for legal services as proposed for the fiscal year 2013. The Motion was seconded by Ms. Fisher. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Yes
	Ms. Fisher	Excused
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

VIII. DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACTS FOR LEGAL SERVICES FOR FISCAL YEAR 2013 WITH RESPECT TO THE SERVICES OF AN ADMINISTRATIVE LAW JUDGE BY UTILIZING CONTRACTS ALREADY IN PLACE WITH THE OKLAHOMA INSURANCE DEPARTMENT AND/OR THE ATTORNEY GENERAL'S OFFICE (GRETCHEN ZUMWALT-SMITH), TO INCLUDE ANY ASSOCIATED MATTERS OR MOTIONS. (Exhibit K)

Ms. Barker made a Motion to approve both contracts as proposed for the fiscal year 2013. The Motion was seconded by Mr. Wheeler. The Chair ordered a roll call vote with the following results:

ROLL CALL VOTE:	Ms. Barker	Yes
	Mr. Snyder	Excused
	Ms. Fisher	Yes
	Mr. Walton	Yes
	Ms. Cagle	Yes
	Mr. Wheeler	Yes
	Mr. Caesar	Yes

THE RESULT WAS SIX VOTES IN THE AFFIRMATIVE AND NONE OPPOSED.
THE MOTION WAS AGREED TO.

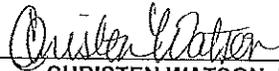
- IX. **NEW BUSINESS.** No new business.
- X. **ADJOURNMENT.**
The Board adjourned by general consent.

OFFICIAL MINUTES.

The action taken by the Oklahoma Real Estate Appraiser Board on the items for consideration after Motion duly made and seconded has been noted herein and made a part of these minutes. The Board caused the entire proceeding of the meeting, excepting any executive sessions, to be recorded on a digital audio recording device to be retained as a record in the office of the Board. Exhibits are A through K.



LEE R. CAESAR JR., VICE-CHAIRPERSON
OKLAHOMA REAL ESTATE APPRAISER BOARD



CHRISTEN WATSON, BOARD SECRETARY
OKLAHOMA REAL ESTATE APPRAISER BOARD