

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

August 26, 2003

The Real Estate Appraiser Board met on August 26, 2003 at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. The following Board members were present:

David N. Castle, Chairman
Christopher Call
John C. Harry, III
Harry O. Lewis, Jr
Michael G. Miller
Douglas Mullins, Jr.
Donald G. Quinby
Fay B. Silverman
Robert A. Whaley

DPOR Staff present for all or part of the meeting included:

Louise Fontaine Ware, Director
Sandra Whitley Ryals, Chief Deputy Director
Karen W. O'Neal, Deputy Director
Christine Martine, Executive Director
Camille C. Palmer, Administrative Assistant
Earlyne Perkins, Legal Assistant
Wayne Mozingo, Assistant Director, Enforcement

A representative for the Office of the Attorney General was not present.

Chairman Castle called the meeting to order at 10:05 a.m.

Call to Order

During the **Public Comment Period**, the following individuals addressed the Board: Sherry Sheff, Mike Martin, and Dean Martin.

Public Comment

A motion was made by Mr. Whaley and seconded by Mr. Miller to approve the **agenda**. The motion passed unanimously. Members voting "**Yes**" were Castle, Call, Harry, Lewis, Miller, Mullins, Quinby, Silverman and Whaley.

Agenda

A motion was made by Mr. Lewis and seconded by Mr. Mullins to approve the **minutes of the May 13, 2003** Board meeting. The

Minutes

motion passed unanimously. Members voting “Yes” were Castle, Call, Harry, Lewis, Miller, Mullins, Quinby, Silverman and Whaley.

A motion was made by Mr. Lewis and seconded by Mr. Mullins to approve the **minutes of the June 25, 2003** IFF Conferences. The motion passed unanimously. Members voting “Yes” were Castle, Call, Harry, Lewis, Miller, Mullins, Quinby, Silverman and Whaley.

A motion was made by Mr. Harry and seconded by Ms. Silverman to approve the **minutes of the July 9, 2003** IFF Conferences. The motion passed unanimously. Members voting “Yes” were Castle, Call, Harry, Lewis, Miller, Mullins, Quinby, Silverman and Whaley.

In the matter of File Number 2003-03550, Donald A. Spagnola, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member’s summary. Mr. Spagnola was present and addressed the Board. A motion was made by Mr. Whaley and seconded by Mr. Miller to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to deny Mr. Spagnola’s application for a Real Estate Appraiser Trainee license. The motion passed unanimously. Members voting “Yes” were Castle, Call, Lewis, Miller, Mullins, Quinby, Silverman, and Whaley. Mr. Harry, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

File Number 2003-03550
Donald A. Spagnola

In the matter of **File Number 2003-02393, Anthony James Howell**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member’s summary. Mr. Howell was present and addressed the Board. A motion was made by Mr. Miller and seconded by Mr. Harry to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to approve Mr. Howell’s application for a Real Estate Appraiser Trainee license. The motion passed unanimously. Members voting “Yes” were Castle, Call, Harry, Lewis, Miller, Mullins, Silverman, and Quinby. Mr. Whaley, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

File Number 2003-02393
Anthony James Howell

In the matter of **File Number 2003-02626, Mohammad Ali Haririnia**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding

File Number 2003-02626
Mohammad Ali Haririnia

board member's summary. Mr. Haririnia was present and addressed the Board. A motion was made by Mr. Harry and seconded by Ms. Silverman to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to approve Mr. Haririnia's application for a Real Estate Appraiser Trainee license, with the stipulation that he provide two letters of reference attesting to his good character. The two letters of reference were received. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Miller, Mullins, Silverman, and Quinby. Mr. Whaley, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

In the matter of **File Number 2003-02876, Johnny Keith Wilson**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member's summary. Mr. Wilson was not present. A motion was made by Mr. Lewis and seconded by Mr. Quinby to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to approve Mr. Wilson's application for a Certified General Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Whaley, Mullins, Silverman, and Quinby. Mr. Miller, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

File Number 2003-02876
Johnny Keith Wilson

In the matter of **File Number 2003-02948, M. Nicole Urquhart-Bradley**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member's summary. Ms. Bradley was present and addressed the Board. A motion was made by Mr. Mullins and seconded by Mr. Whaley to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to approve Ms. Urquhart-Bradley's application for a Certified General Real Estate Appraiser license by reciprocity. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Whaley, Mullins, Silverman, and Quinby. Mr. Miller, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

File Number 2003-02948
M. Nicole Urquhart-Bradley

In the matter of **File Number 2003-03014, Jerry Lavon Fleming**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member's

File Number 2003-03014
Jerry Lavon Fleming

summary. Mr. Fleming was present and addressed the Board. A motion was made by Mr. Whaley and seconded by Mr. Lewis to accept the recommendation contained in the Summary of the Informal Fact Finding Conference to approve Mr. Fleming's application for a Real Estate Appraiser Trainee license. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Whaley, Mullins, Silverman, and Quinby. Mr. Miller, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

In the matter of **File Number 2002-02788, William B. Cason, Jr.**, the Board reviewed the record, which consisted of the disciplinary file, transcript, exhibits from the IFF, and the presiding board member's summary. Mr. Cason, respondent, and Mr. Gochenour, complainant, were present and addressed the Board. A motion was made by Mr. Whaley and seconded by Mr. Harry to accept the recommendation contained in the Summary of the Informal Fact Finding Conference, closing the file with a finding of no violation. The motion passed unanimously. Members voting "Yes" were Call, Harry, Lewis, Whaley, Miller, Mullins, Silverman, and Quinby. Mr. Castle, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

File Number 2002-02788
William B. Cason, Jr.

The Board **recessed** at 10:50 a.m. and reconvened at 11:10 p.m.

Recess

Ms. Martine distributed and gave an overview of the Proposed Public Participation Guidelines (PPG) Regulations. A motion was made by Mr. Harry and seconded by Mr. Miller to adopt the PPG Regulations as presented. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Whaley, Miller, Mullins, Silverman, and Quinby.

Adopt PPG Regulations

Ms. Ware gave an update regarding legal services. No action was necessary.

Legal Services discussion

The Board discussed experience hours, which are reported by real estate appraiser applicants on their "Experience Logs." A motion was made by Mr. Miller and seconded by Mr. Harry to adopt new experience hours for use by the DPOR staff. The motion passed unanimously. Members voting "Yes" were Castle, Call, Harry, Lewis, Whaley, Miller, Mullins, Silverman, and Quinby.

Experience Hours Update

The Board discussed the definition of "Reviewer Experience" as stated on page five (5) of the Real Estate Appraiser Board regulations. No action was necessary.

New Business

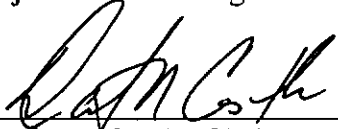
The Board also discussed and agreed to allow courses on updating MLS to count for Continuing Education hours.

Mr. Mullins applauded the Board for the newly formed Appraisal Intern Program.

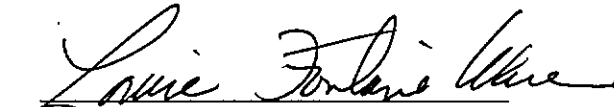
Other Business

A motion was made by Mr. Whaley and seconded by Mr. Miller to **adjourn** the meeting. The meeting adjourned at 12:15 p.m.

Adjourn



David N. Castle, Chairman



Louise Fontaine Ware, Secretary

Copy Teste:

Custodian of the Record

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT

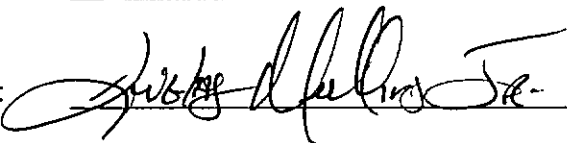
- 1. Name: Douglas Mullins, Jr.
- 2. Title: Member - Real Estate Appraiser Board
- 3. Agency: Department of Professional and Occupational Regulation
- 4. Transaction: Board Meeting
- 5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: 

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CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT

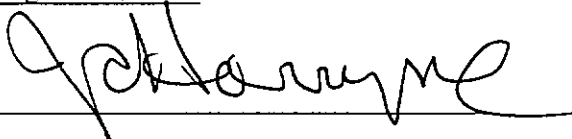
1. Name: John C. Harry, III
2. Title: Member - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

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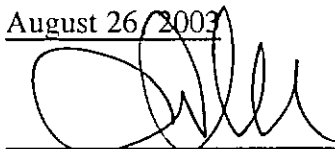
1. Name: Christopher Call
2. Title: Member – Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature:  _____

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1. Name: Donald G. Quinby
2. Title: Member – Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:
 - (a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

 - (b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: . August 26, 2003

Signature: _____

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT

1. Name: Robert A. Whaley
2. Title: Member - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

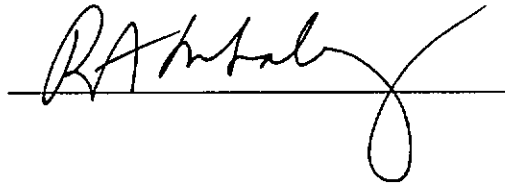
6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: _____

A handwritten signature in black ink, appearing to read 'R. A. Whaley', is written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT

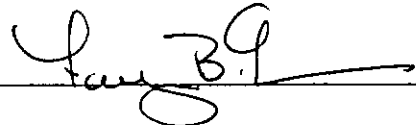
1. Name: Fay B. Silverman
2. Title: Member - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: Mortgage Banking

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: 

**STATE AND LOCAL GOVERNMENT
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TRANSACTIONAL DISCLOSURE STATEMENT

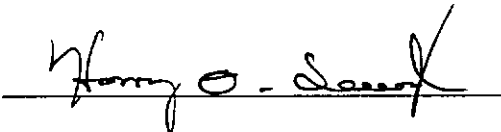
1. Name: Harry O. Lewis, Jr.
2. Title: Member - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: 

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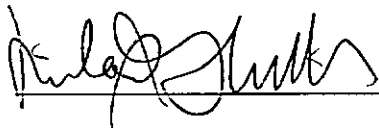
1. Name: Michael G. Miller
2. Title: Member - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: 

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1. Name: David N. Castle
2. Title: Chairman - Real Estate Appraiser Board
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: August 26, 2003

Signature: _____

