



## April 17, 2024 DC Board of Real Estate Appraisers Meeting Minutes

**\*\*This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at [opengovoffice@dc.gov](mailto:opengovoffice@dc.gov) \*\***

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, April 17, 2024, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:01 am, and attendance was taken.

### **Attendance**

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator, Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing; Leon Lewis, Program Manager; Jahmai Jefferson, Program Support Specialist; Kevin Cyrus, Education Coordinator of Occupational and Professional Licensing

Legal Counsel: Marc Nielsen, Attorney, Office of the General Counsel

Public Member(s): Anthony Scerbo, Office of Open Government  
Brandon Bird  
Jeff Jones  
Jenifer Gausman

### **Agenda Item: Comments from the Public**

None.

### **Agenda Item: Executive Session**

At approximately 10:22am, the following motion was made:

Upon a motion duly made by Mr. Skolnik and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Complaints  
Technical Applications  
Approved Applications

The public session of the meeting was resumed at 12:37pm.

### **Agenda Item: Draft Minutes, March 20, 2024**



Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated March 20, 2024.

**Agenda Item: Application for Licensure Recommendations**

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the April 17, 2024, application list administratively approved by OPL staff, attached hereto, and made a part of the April 17, 2024, minutes.

**Agenda Item: Technical Applications**

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the temporary application for Samuel Gill

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the temporary application for Robert Salisbury

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to defer determination for 30 days to request information and recommend additional course work (ethics) in the matter of James Metcalf.

**Agenda Item: Complaints**

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to defer the complaint and send it to the Board's review appraiser, in the matter of Brunn v. Ibe.

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to issue a consent order inclusive of corrective course work (scope of work, residential report writing & form filling, and any approved supervisor course), and a monetary fine of \$200.

**Agenda Item: Education Committee Report**

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the board voted unanimously to approve the education report for April 17, 2024.

**Agenda Item: Budget Update**

Board Chair, Tamora Papas, provided an update on the Real Estate Appraisal Education fund.

The Board requested an itemized breakdown of the FY24 expenditures. Jacqueline Noisette confirmed she will inquire with Rebecca Berry (DLCP).

**Agenda Item: Correspondence**

None.

**Agenda Item: Old Business**



Board Chair, Tamora Papas, confirmed the travel dates for the Spring 2024 AARO Conference will be May 3-5, 2024, in Nashville, TN.

Board Administrator, Brittney Cheshier, confirmed that the conference fees have been paid.

**Agenda Item: New Business**

Board Chair, Tamora Papas, reminded board members to complete the mandatory Ethics and Open Meetings Act trainings hosted by BEGA.

Board Administrator, Brittney Cheshier, provided an update on the status of the annual report. The Board was informed that the draft annual report has been drafted. Jacqueline Noisette advised the Board that all members will be contacted to participate in a group photo to be included with the annual report before it's finalized.

**Agenda Item: Next Meeting**

The next scheduled regular meeting is May 15, 2024, via WebEx.

**Agenda Item: Adjournment**

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 12:45pm.

Respectfully submitted,

*Tamora K Papas*

Tamora Papas Chair  
Date: April 17, 2024

Recorder/transcriber: Brittney Cheshier