



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

July 15, 2020

Meeting Minutes

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, July 15, 2020, at 10:00 am via WebEx conference call.

The meeting was called to order by Tamora Papas, Chair, at 10:04 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Todd Canterbury

Board Members Absent: Kiara Pesante Haughton, Margot Wilson

Staff: Stacey Williams, Board Administrator; Leon Lewis, Executive Director; Kevin Cyrus, Education Coordinator; Jocelyn Reyes, Program Support Specialist; Cynthia Briggs, OPLA Program Manager

Legal Counsel: Adrienne Lord-Sorenson, Attorney, Office of the General Counsel, Marc Nielson, Attorney, Office of the General Counsel, Keith Parson, Attorney, Office of the General Counsel

Agenda Item: Executive Session

At approximately 10:26 am, the following motion was made:

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, 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 and technical applications.

The public session of the meeting was resumed at 10:42 am.

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, June 17, 2020

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve the draft minutes dated June 17, 2020.

Agenda Item: Application for Licensure Recommendations

Appraiser: (4) Certified General; (2) Certified Residential; (1) Trainee

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted to approve the July 15, 2020, list of appraiser applications for licensure, attached hereto and made a part of the July 15, 2020 minutes.

Agenda Item: Review of Complaints

Upon motion duly made by Mr. Canterbury and properly seconded by Mr. Sullivan, the Board voted unanimously to close complaint filed against licensed Certified Residential Appraiser, Kenneth Whitlock, due to no violation.

Agenda Item: Education Report

None.

Agenda Item: Budget

None.

Agenda Item: Correspondence

None

Agenda Item: Old Business

Mr. Cyrus and Ms. Papas have been in communication with Sandra Adomatis regarding another course we can use for continuing education credits – “A Dive Into Housing Labels and Style” for homes using energy star and the way Department of Energy labels housing and the forms used for energy efficient homes.

Mr. Lewis and Ms. Williams discussed the online proctoring for examination options during this COVID-19 pandemic. It was also discussed as to what security measures will be implemented, how attendance is accounted for; additionally, a demonstration on what other states are using.

Agenda Item: New Business

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board voted unanimously to approve as final the draft copy of the Board of Real Estate Appraisers newsletter.

The AARO Fall Conference will be conducted virtually this year due to COVID-19 restrictions. The meeting platform is still to be determined.

Agenda Item: Next Meeting

Next Scheduled Regular Meeting, September 16, 2020

1100 4th Street, SW, Room 300, Washington, DC 20024

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Canterbury, the Board unanimously voted to adjourn. Meeting adjourned at 10:57 am.

Respectfully submitted,

Tamora K. Papas, Chair
Date: July 15, 2020

Recorder/transcriber: Stacey Williams