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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**STATE BOARD OF CERTIFIED
REAL ESTATE APPRAISERS**

TIME: 10:31 A.M.

Held at

PENNSYLVANIA DEPARTMENT OF STATE

2601 North Third Street

One Penn Center, Board Room C

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

Thursday, October 19, 2023

1 ***

2 State Board of Certified

3 Real Estate Appraisers

4 October 19, 2023

5 ***

6 [Pursuant to Section 708(a)(5) of the Sunshine Act,
7 at 9:00 a.m. the Board entered into Executive Session
8 with Ronald K. Rouse, Esquire, Board Counsel, to have
9 attorney-client consultations and for the purpose of
10 conducting quasi-judicial deliberations. The Board
11 returned to open session at 10:30 a.m.]

12 ***

13 [Ronald K. Rouse, Esquire, Board Counsel, informed
14 everyone that the meeting of the State Board of
15 Certified Real Estate Appraisers was being held in a
16 hybrid format, in person and by livestreaming
17 teleconference, pursuant to Act 100 of 2021, which
18 requires boards to use a virtual platform to conduct
19 business when a public meeting is held.

20 Mr. Rouse also noted that the Board entered into
21 Executive Session with Board Counsel to have
22 attorney-client consultations and for the purpose of
23 conducting quasi-judicial deliberations.]

24 ***

25 The regularly scheduled meeting of the State

1 Board of Certified Real Estate Appraisers was held on
2 Thursday, October 19, 2023. Mark V. Smeltzer Sr.,
3 Chairman, Professional Member, officially called the
4 meeting to order at 10:31 a.m.

5 ***

6 Roll Call

7 [Mark V. Smeltzer Sr., Chairman, Professional Member,
8 requested a roll call of Board members.]

9 ***

10 Introduction of Attendees

11 [Mark V. Smeltzer Sr., Chairman, Professional Member,
12 also requested an introduction of attendees.]

13 ***

14 Approval of minutes of the September 7, 2023 meeting

15 CHAIRMAN SMELTZER:

16 The next Board business is approval of
17 the minutes. Has everyone had a chance
18 to look these over? Any discussion?

19 Could I have a motion to approve
20 the minutes?

21 MR. WENTZEL:

22 So moved.

23 MR. STOERRLE:

24 Second.

25 CHAIRMAN SMELTZER:

1 Roll call vote.

2

3 Mark Smeltzer, aye; William Stoerrle,
4 aye; Michael McFarlane, aye; Martha
5 Brown, aye; Paul Edger, aye; Paul
6 Wentzel, aye.

7 [The motion carried unanimously.]

8

9 Report of Prosecutorial Division

10 [Timothy A. Fritsch, Esquire, Board Prosecutor,
11 presented the Consent Agreement and Order for Case
12 No. 23-70-010669.]

13 MR. ROUSE:

14 Regarding the Consent Agreement at item
15 2 on the agenda at Case No. 23-70-
16 010669, after discussion in Executive
17 Session, I believe the Chair would
18 entertain a motion to adopt the Consent
19 Agreement.

20 MS. BROWN:

21 So moved.

22 MR. EDGER:

23 Second.

24 CHAIRMAN SMELTZER:

25 Roll call vote.

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Mark Smeltzer, aye; William Stoerrle,
aye; Michael McFarlane, aye; Martha
Brown, aye; Paul Edger, aye; Paul
Wentzel, aye.

[The motion carried unanimously. this is the matter
of BPOA v. Leslie Ann Kenamond, Case No. 23-70-
010669.]

Report of Prosecutorial Division

[Ray J. Michalowski, Esquire, Senior Board Prosecutor
and Prosecution Liaison, informed Board members that
prosecution would like to continue having good grades
on the audits and is adding an additional prosecutor,
Ashley Murphy, to handle cases fully and not just
education and appraisal management company (AMC)
cases.]

Report of Board Counsel - Possible Delegation to
Hearing Examiner

MR. ROUSE:

Item 3 is for possible delegation to a
hearing examiner in the matter of BPOA
v. Raymond Reile Redner, Case Nos. 23-
70-001851, 23-70-002005, & 23-70-

1 002006.

2 Regarding this matter, after
3 discussion in Executive Session, I
4 believe the Chair would entertain a
5 motion to delegate this matter to a
6 hearing examiner to **hold** a formal
7 hearing and issue a Proposed
8 Adjudication and Order for the Board's
9 review.

10 MR. MCFARLANE:

11 So moved.

12 CHAIRMAN SMELTZER:

13 I need a second.

14 MS. BROWN:

15 Second.

16 MS. HENNESSY HEMLER:

17

18 Mark Smeltzer, aye; William Stoerrle,
19 aye; Michael McFarlane, aye; Martha
20 Brown, aye; Paul Edger, aye; Paul
21 Wentzel, aye.

22 [The motion carried unanimously.]

23

24 Report of Board Counsel - Miscellaneous

25 [Ronald K. Rouse, Esquire, Board Counsel, noted

1 Appraiser Qualifications Board (AQB) Real Property
2 Appraiser Qualification Criteria Q&As, effective
3 September 8, 2023, is guidance material for the
4 Board's review. He mentioned that it provides
5 answers to questions regarding the interpretation and
6 practical application of several areas of the AQB
7 criteria concerning appraiser education, experience,
8 and examination. He informed everyone that the
9 resource material is available on The Appraisal
10 Foundation's website. The Board Office was also
11 provided a copy of this resource material.

12 Chair Smeltzer pointed out that AQB has criteria
13 approved for a 7-hour bias course seminar and
14 suggested that it be placed on the agenda for Board
15 discussion concerning program approval at the next
16 meeting.]

17 ***

18 Regulations/Statute - Regulation 16A-7032
19 [Ronald K. Rouse, Esquire, Board Counsel, referred to
20 Regulation 16A-7032 regarding continuing education
21 for certified Pennsylvania evaluators. He noted the
22 Board voted at the last meeting to release the annex
23 as an exposure draft, which would make Valuation Bias
24 and Fair Housing Laws and Regulations a requirement
25 for certified Pennsylvania evaluators. He stated the

1 annex was released on September 18, 2023, but did not
2 receive any comments from stakeholders.

3 Teresa Cochran, Executive Director, Assessors'
4 Association of Pennsylvania, welcomed being able to
5 provide the training for their members but also
6 mentioned that adding the additional required hours
7 to the 28 hours of recertification credits required
8 in a two-year period reduces the number of elective
9 courses their members can take from 15 in a normal
10 year to 12 in the first year when people have to take
11 the 7-hour course.

12 Ms. Cochran again noted the possibility of
13 increasing the number of hours required for certified
14 Pennsylvania evaluator (CPE) license holders by
15 adding the 4 hours that would be taken away when
16 requiring the valuation bias and fair housing
17 training.

18 Ms. Cochran mentioned having a very high
19 turnover of people and people who are not familiar
20 with assessment, noting the importance of being able
21 to offer elective courses. She stated counties are
22 going to be hesitant to send people out for more than
23 the required 28 hours of elective training, which can
24 leave them with people who have not been fully
25 trained on the many nuances of the assessment

1 profession.

2 Ms. Cochran stated the Assessors' Association of
3 Pennsylvania supports the training but respectfully
4 asked the Board to consider increasing the required
5 amount of educational hours from 28 to 32.

6 Randy Waggoner, CPE, Assessors' Association of
7 Pennsylvania, stated the Assessors' Association of
8 Pennsylvania Training and Education Committee
9 discussed having the 4 hours be incorporated into the
10 7-Hour Uniform Standards of Professional Appraiser
11 Practice (USPAP) Update Course after the initial 7
12 hours of the fair housing and bias was completed to
13 change the number of hours of mandatory continuing
14 education.

15 Mr. Waggoner commented that the mandatory
16 continuing education currently has 7 hours of USPAP
17 and 2 hours of Assessment Law or Act 28, and the CPEs
18 would still have the same amount of elective hours.

19 Chair Smeltzer stated the 7-hour course is a
20 program that comes from the AQB and is a 7-hour
21 program requirement for certified instructors. He
22 noted an AQB-certified instructor teaches that
23 program and changing that to put them together would
24 not work.

25 Chair Smeltzer mentioned not being sure whether

1 to require more hours of continuing education for
2 assessors by adding an additional 4 hours than what
3 they are requiring for certified general, certified
4 residential, and certified broker appraisers. He
5 noted they were all 28 hours, and they try to keep
6 that even.

7 Mr. McFarlane shared Chair Smelter's sentiment,
8 noting the current 7-Hour USPAP Update Course likely
9 covers a lot of the topics that have been added to
10 USPAP as far as valuation and bias as a topic but was
11 not sure if that would persist over time. He
12 commented that the 7-hour course is a very structured
13 class and specific to USPAP and was not sure that is
14 something that would be copacetic with AQB even
15 though some of the topics might cross over.

16 Mr. Rouse recapped that the recommendation from
17 Ms. Cochran was to amend Section § 36.261 of the
18 Board's regulations regarding assessors and to
19 increase the 28 classroom hours of continuing
20 education to correspond with the requirement of the
21 Valuation Bias and Fair Housing Laws and Regulation
22 hours.

23 Mr. Rouse asked how Board members felt about the
24 prospect of changing the 28 hours of classroom hours
25 for continuing education for assessors.

1 Ms. Brown agreed with the parity concept and did
2 not believe it to be appropriate to require only
3 assessors take more hours.

4 Chair Smeltzer commented that it is an important
5 topic and is the way AQB came out with it. He
6 recommended staying within the 28 hours but
7 appreciated the comments because the entire industry
8 is looking at it as far as people taking other
9 topics.]

10 MR. ROUSE:

11 Regarding item 5 on the agenda, would
12 the Chair entertain a motion to adopt
13 the annex for Regulation 16A-7032 and
14 direct Board Counsel to draft a
15 preamble?

16 MR. STOERRLE:

17 I make the motion.

18 MS. BROWN:

19 I would second the motion.

20 MS. HENNESSY HEMLER:

21
22 Mark Smeltzer, aye; William Stoerrle,
23 aye; Michael McFarlane, aye; Martha
24 Brown, aye; Paul Edger, aye; Paul
25 Wentzel, aye.

1 [The motion carried unanimously.]

2

3 Regulations/Statute - Regulatory Report

4 [Ronald K. Rouse, Esquire, Board Counsel, provided a
5 Status of Regulations Report for the Board's review.

6 Chair Smelter mentioned being hopeful that
7 everything would be approved, especially the
8 Practical Applications of Real Estate Appraisal
9 (PAREA) since the program is up and running.

10 Mr. Rouse informed Board members that the
11 regulatory package for 16A-7029 regarding distance
12 education and PAREA was drafted and went to the
13 Office of General Counsel for review. He noted that
14 he is currently reviewing and responding to comments
15 from the Office of General Counsel to get that
16 package moving.

17 Mr. McFarlane referred to 16A-7024 regarding Act
18 41 and wanted to confirm that it applies to certified
19 Pennsylvania evaluators, where someone holding an
20 assessor's license or CPE equivalency in another
21 state may petition for reciprocity to practice.

22 Mr. Rouse noted Mr. McFarlane to be correct,
23 where it would be a license by endorsement for
24 certified Pennsylvania evaluators only. He explained
25 that the Board did not need to do anything for

1 appraisers because their reciprocity requirements are
2 such that doing something like licensure by
3 endorsement would not be less restrictive than what
4 they had for reciprocity for appraisers in
5 Pennsylvania. He stated the federal government
6 recognized the Board's reciprocity does recognize
7 other states.

8 Mr. McFarlane commented that the nomenclature of
9 a certified Pennsylvania evaluator is specific to
10 Pennsylvania and would be taken into consideration
11 with any particular application.

12 Mr. Rouse noted that they look at the name of
13 the credential in the other state, whether it is
14 assessor, tax assessor, or whatever.]

15 ***
16 Report of Board Chairman - No Report

17 ***
18 Report of Board Administrator - No Report

19 ***
20 Conference Report
21 [Mark V. Smeltzer Sr., Chairman, Professional Member,
22 informed Board members that the Association of
23 Appraiser Regulatory Officials (AARO) Conference in
24 Salt Lake City that he attended, along with Mr.
25 Stoerrle, provided a lot of information and many

1 discussions. He noted the importance of bringing
2 feedback to the Board after sending representatives
3 to the meeting.

4 Mr. Stoerrle encouraged everyone to attend the
5 AARO Conference, including the 2-hour preconference
6 seminar. He mentioned there was a presentation by an
7 attorney who laid out how boards should operate and
8 how to look at complaints.

9 Mr. Stoerrle informed everyone that the new
10 USPAP book is out and courses were now being marketed
11 and available throughout.

12 Mr. Stoerrle noted a discussion about tips
13 versus a state complaint, where Fannie Mae looks at
14 tips as a complaint, but the appropriate paperwork is
15 not being filled out with the tips. He reported that
16 many states were favoring more of an allegation to be
17 filed versus a complaint. He stated the main reason
18 is based on feedback from the appraisers; when they
19 have to renew their errors and omissions insurance
20 (E&O), where they have to check off on the box if a
21 complaint has been filed.

22 Mr. Stoerrle explained that once they check that
23 box that all the red flags go up with the (E&O) and
24 premiums go through the roof, noting it is too late
25 at that time to be found innocent.

1 Mr. Smeltzer commented that whatever they have
2 is more of a referral, so when they get it, their
3 state looks at it as a referral and is not a
4 complaint until the state files a complaint because
5 they are not getting a complaint from anyone else and
6 is one of the reasons they can do anonymous
7 referrals. He mentioned that the complaint is not
8 anonymous and is coming from the state, noting they
9 look at that a little bit different in their state.

10 Mr. Smeltzer further explained that until they
11 decide that the state is going to take action, the
12 state files a complaint and do not get a complaint
13 from Fannie Mae. He noted when it comes in, it is
14 more of a referral for review, and then the state
15 decides because they are not facing Fannie Mae and
16 the complaint is coming from the state. He mentioned
17 that they actually have a complaint when the state
18 finds something improper in the appraisal.

19 Mr. Michalowski explained that it depends on
20 what they are calling a complaint. He stated a
21 public complaint for their Board is when it is
22 publicly filed as either a consent agreement or an
23 order to show cause. He noted that when they are
24 audited every two years that they count the complaint
25 date as the date they receive something from any

1 source that would lead to an investigation and could
2 be a Board referral for something like a continuing
3 education case. He stated the Appraisal Subcommittee
4 (ASC) considers a complaint to be received the date
5 it was received by the agency.

6 Mr. Michalowski explained that they would not
7 see anything called a public complaint for all the
8 ones they close. He noted anyone could fill out a
9 complaint form through the Pennsylvania Licensing
10 System (PALS). He stated they receive referrals from
11 Fannie Mae and Freddie Mac and other lenders and
12 appraisal management companies (AMCs) that are not
13 federally funded themselves through the same portal
14 as consumer complaints.

15 Mr. Michalowski noted receiving a lot of Fannie
16 Mae and Freddie Mac complaints now, where they saw a
17 name in the complaint and running an algorithm that
18 pulls up certain words, including appraiser bias or
19 discrimination and are not worth the paper they are
20 submitted on because they are panning out words at
21 random.

22 Mr. Michalowski mentioned receiving complaints
23 about issues regarding practice manner. He mentioned
24 that some states will not accept any kind of
25 anonymous complaint, noting Pennsylvania does not

1 reject those but that it is difficult to move forward
2 on an anonymous complaint because there is not enough
3 information to advance an investigation. He
4 mentioned that Pennsylvania does not share the name
5 of the person who filed the complaint with the
6 respondent, noting the only time that would happen is
7 when they go to a hearing.

8 Chair Smeltzer pointed out that Fannie Mae does
9 make a distinction on their end about what they refer
10 to as tips and referrals. He explained that tips are
11 things that come from their loan quality-centered
12 defects, which can be **certain key** words. He noted
13 gentrification can be viewed as showing the
14 possibility of bias but found that many appraisers do
15 not know what it means and confuse it with
16 revitalization.

17 Chair Smeltzer stated Fannie Mae also sends a
18 tip when there is a repurchase and making a lender
19 buy back a loan. He noted that when they send a
20 formal complaint that they refer to it as an
21 egregious appraisal issue. He mentioned that Lyle
22 Radke, Fannie Mae's chief appraiser, presented
23 information on how they view tips and complaints.

24 Chair Smeltzer commented that Pennsylvania looks
25 at any complaint but other states require it to be on

1 their formal complaint form.

2 Mr. Michalowski informed Board members that
3 anything that comes through with words of concern do
4 not go directly to an investigation, and he, Mr.
5 Fritsch, and their legal analyst, Jessica Zukoski,
6 receive and review those, along with opening a file
7 to be tracked in the future.

8 Chair Smeltzer pointed out that Fannie Mae sent
9 out 1,083 referrals and tips in a year.

10 Mr. Michalowski reported receiving about two
11 dozen with their algorithm or **certain key** words and
12 has started receiving them from Freddie Mac as well.

13 He mentioned that some of those are duplicative and
14 reported by both agencies, but they are working their
15 way through them without having to investigate on the
16 vast majority.

17 Chair Smeltzer commented that they have entered
18 a new world of things coming in, noting that all of
19 the states are talking about an increase in the
20 number of issues that they have to look into because
21 of the electronic methods going through the reports.
22 He mentioned that the word finds are done by a
23 program noting a possibility of bias. He reported
24 that none of the bias cases have gone through the
25 entire process and everyone, including the attorneys

1 involved and the Appraisal Foundation, want to be
2 notified when a case goes the whole way through to
3 possibly put it into some of their education
4 materials.

5 Chair Smeltzer believed there were over 200
6 complaints that the Department of Housing and Urban
7 Development (HUD) has on bias but have not been able
8 to get anything through the entire system.

9 Mr. Stoerrle noted grant money has been approved
10 for 55 states and territories in the sum of
11 \$2,024,000 for 2024. He mentioned they may be asking
12 for the states to participate in the funding, where
13 the federal government would pay 80 percent and
14 request the states to pay 20 percent.

15 Mr. Stoerrle explained that anyone approved for
16 funding would have six months to use it or at least
17 allot where the money is going, noting the money
18 should be available in December. He was unaware of
19 Pennsylvania's approval process and whether they
20 agree on that sharing of funds.]

21

22 Exploratory Committee

23 [Michael McFarlane, Professional Member, informed
24 Board members that he spoke with the ASC grant
25 funding coordinator yesterday by email. He mentioned

1 the availability of funding would be posted on
2 November 1, and Pennsylvania is on the short list for
3 notification.

4 Mr. McFarlane stated Pennsylvania is prepared to
5 submit immediately and noted that they could continue
6 to apply for rollover of funds, where funds that were
7 originally appropriated may not have been used. He
8 informed Board members that he would have all of the
9 requisite details and submit the preapplication that
10 would be amended to reflect the new Board members and
11 staff when the notice is posted on or about November
12 1. He noted the intention is to procure funding for
13 technology upgrades and to attend the Association of
14 Appraiser Regulatory Officials Conference.

15 Chair Smeltzer commented that there was a strong
16 position presented to the ASC concerning states
17 putting money into this and state approval, which may
18 delay some of them going through the entire process,
19 especially those who are current and have been
20 waiting for quite some time for approval. He
21 commended Mr. Stoerrle for speaking out strongly to
22 the ASC about the unintended consequences.]

23 ***

24 Conference Report (cont.)

25 [William T. Stoerrle Jr., Vice Chairman, Professional

1 Member, noted the next Association of Appraiser
2 Regulatory Officials Conference is May 3-5 in
3 Nashville and suggested placing that on the agenda in
4 2024 for Board member attendance approval.

5 Chair Smeltzer mentioned that every other
6 meeting used to be in D.C. and then they decided to
7 move it around the country. He noted the meeting may
8 be held possibly in Boston after D.C. but is pushing
9 for Pennsylvania.

10 Mr. Stoerrle reported over 3000 people are ready
11 to jump on board and take PAREA. He noted one
12 supplier is up and running and another one should be
13 on board or shortly on board but that it is a process
14 to get it through and approved.

15 Mr. Rouse again mentioned that they have to
16 respond to comments before the package could be
17 released to the legislature and then the Independent
18 Regulatory Review Commission (IRRC).

19 Chair Smeltzer addressed meetings of the ASC
20 Advisory Committee and USPAP Advisory Committee. He
21 noted discussion concerning short-term rentals as far
22 as who can do them and what has to be done with them.
23 He reported it to be an issue across the country
24 because Fannie Mae has now allowed income from those
25 to be used to get approved for a loan but requires an

1 estimate of the income.

2 Chair Smeltzer explained that Fannie Mae wants
3 the rent form for single family rentals to be
4 utilized in short-term rentals. He noted one of the
5 big problems is it is seasonal and hard to determine
6 what the rent should be, how much of the rent is
7 actually for the real estate, how much is for
8 furniture, and how much of is a business expense. He
9 mentioned that people requested further discussion at
10 an upcoming AARO meeting.

11 Chair Smeltzer also addressed a discussion
12 concerning changes to USPAP for 2024, primarily with
13 the discrimination section of the Ethics Rule, and
14 suggested Board members get a copy of USPAP.

15 Michelle Czekalski Bradley, Chair, Appraisal
16 Standards Board; CGA, AQB-certified USPAP Instructor,
17 informed everyone that Freddie Mac indicated they
18 were putting out guidance for appraisers regarding
19 the short-term rental debacle in their next
20 newsletter.

21 Chandra Mast, General Commercial Appraiser, Red
22 Rose Appraisals, noted receiving several requests for
23 market analysis on Air Bed and Breakfast (Airbnb)
24 rentals for seasonal locations around Pennsylvania.
25 She reported the biggest problem she encountered as

1 an appraiser is they just want them from external
2 drive-bys because they are occupied with tourists and
3 requested further discussion.

4 Chair Smeltzer commented that one of the biggest
5 debates is who is allowed to appraise them because it
6 is income driven. He noted a lot of concerns because
7 of just the general nationwide market for those and
8 some of the difficulties places are having,
9 especially the investors who get involved with it.]

10 ***

11 Miscellaneous

12 [Ronald K. Rouse, Esquire, Board Counsel, referred to
13 the correspondence from the County Commissioners
14 Association of Pennsylvania and the Assessors
15 Association of Pennsylvania. He informed Board
16 members that the County Commissioners of Pennsylvania
17 submitted correspondence acknowledging the new 7-Hour
18 USPAP Continuing Education Course being released but
19 that there is a November 15, 2023 class of USPAP that
20 is based on the 2022-2023 USPAP. He noted there was
21 a question on whether that would meet the
22 requirements of 2023-2025 recertification.

23 Mr. Rouse also noted there was a similar
24 question from the Assessors Association of
25 Pennsylvania in terms of someone taking USPAP now and

1 whether that would be acceptable for the next
2 recertification period.

3 Ms. Cochran explained that one of their members
4 was confused and they were trying to help them allay
5 the confusion. She stated the member had taken USPAP
6 earlier this year after the new recertification
7 period started using the older book and were
8 concerned whether it counted in this recertification
9 period, noting it sounds like it does after
10 correspondence with AQB.

11 Ms. Cochran commented that there is a new book
12 out for the one in November that could be used for
13 that course.

14 Mr. Rouse referred to the question regarding
15 someone who is taking the course right now.

16 Chair Smeltzer explained that the way their law
17 is written that they have to take the current one
18 between July 1, 2023 and June 30, 2025. He noted the
19 2022-2023 is still an approved course and can be
20 taught through the end of the year but highly
21 recommended they use the 2024-2025 renewal course
22 rather than the 2022-2023.

23 Chair Smeltzer stated the new USPAP course would
24 be taking effect January 1, 2024, and everyone should
25 be aware of the changes and encouraged to take that.

1 He agreed with Ms. Cochran, noting it would count
2 for July 1, 2023, through the next renewal according
3 to their regulations. He also noted the new USPAP
4 would be available in November to allow people time
5 to understand it before it takes effect on January 1.

6 Ms. Cochran asked whether they would have to
7 resubmit their credentials if an instructor decides
8 to use the newest USPAP course in November and
9 whether they would have to submit a reapproval for
10 that newer course since it is updated materials.

11 Ms. Hennessy Hemler explained that it is
12 considered a new course and would require submitting
13 an application for that new course, along with the
14 instructor's credentials.

15 Ms. Hennessy Hemler explained that anyone who
16 took the course between July 1, 2023 and December 31,
17 2023, could use that course as their 7-hour update
18 course when they are renewing their certification in
19 2025. She further explained that anyone who takes
20 the additional course come November or next year for
21 that knowledge for the 2024-2025 7-Hour Update Course
22 that it could be used as part of their extra hours
23 needed. She noted it is not considered a duplicate
24 course because they are different courses.

25 Ms. Cochran commented that 2.5 hours of the 7-

1 Hour USPAP Course is directly related to the new
2 nondiscrimination section of the Ethics Rule, and
3 there are multiple case studies and many examples.

4 Mr. Waggoner asked a few questions on behalf of
5 AAP's training and education co-chairpersons
6 regarding the 15-Hour USPAP Course that CPEs are
7 going to have to be required to take along with their
8 90 hours. He asked when the requirement would
9 actually take effect and when it would need to be
10 incorporated with their four basic courses that they
11 already offer so they can take their exam.

12 Mr. Rouse stated the Assessor Certification Act
13 was statutorily amended and part of that amendment
14 talked about the 90 credit hours. He explained that
15 the 15-hour requirement has to go through the
16 regulatory process before it is actually a
17 requirement for the assessors. He noted the 90 hours
18 is in the statute and must be followed, but the 15
19 hours has to be officially in the regulations before
20 it is a requirement for assessors.

21 Mr. Waggoner asked whether the anticipated
22 passing of that regulatory requirement would be in
23 2024.

24 Mr. Rouse informed Mr. Waggoner that it is
25 possible but would come back before the Board as part

1 of a discussion so certified Pennsylvania evaluators
2 would be aware of it.

3 Mr. Waggoner asked whether someone would have to
4 get the 15-Hour USPAP Course prior to taking their
5 exam if they have their hours out of the way and were
6 given approval to sit for the exam in May 2024 and
7 the 15-Hour USPAP class becomes a requirement in June
8 2024.

9 Mr. Rouse stated the applicant was approved to
10 sit for the exam and does not sound like that person
11 would have to take it.

12 Mr. Waggoner wanted to verify the Assessors
13 Association of Pennsylvania would have to submit both
14 a biography of the AQB-certified instructor, as well
15 as the 15-Hour USPAP Course for approval before they
16 could start offering it once it becomes a
17 requirement.

18 Mr. Waggoner commented that they already have
19 their courses scheduled in 2024 and are trying to
20 preplan if they have to schedule the 15 hours. He
21 noted discussion of scheduling the 15-Hour USPAP
22 required class first, because there is no sense
23 having them go through the other 90 hours if they
24 cannot get through that class.

25 Chair Smeltzer suggested looking at the 15-hour

1 USPAP courses because there are different versions
2 focusing on real property but also focusing on mass
3 appraisal and personal property.

4 Mr. Waggoner asked whether there is a resource
5 to look for AQB-certified instructors and the
6 different 15-hour courses.

7 Chair Smeltzer noted approved instructors could
8 be found at www.appraisalfoundation.org.

9 Mr. Stoerrle encouraged all licensees to take
10 the 2024 USPAP Course as quickly as possible, because
11 it will be the one everyone is judged by as of
12 January 1, 2024.]

13

14 [Kristel Hennessy Hemler, Board Administrator,
15 informed everyone that the next scheduled Board
16 meeting on November 30 would be held at 2525 North
17 7th Street in Harrisburg.]

18

19 Adjournment

20 CHAIRMAN SMELTZER:

21 Motion to adjourn?

22 MR. EDGER:

23 Motion.

24 CHAIRMAN SMELTZER:

25 Second?

1 MR. WENTZEL:

2 Second.

3 ***

4 [There being no further business, the State Board of
5 Certified Real Estate Appraisers Meeting adjourned at
6 11:45 a.m.]

7 ***

8

9 CERTIFICATE

10

11 I hereby certify that the foregoing summary
12 minutes of the State Board of Certified Real Estate
13 Appraisers meeting, was reduced to writing by me or
14 under my supervision, and that the minutes accurately
15 summarize the substance of the State Board of
16 Certified Real Estate Appraisers meeting.

17

18

19



20

Devin Nunemaker,

21

Minute Clerk

22

Sargent's Court Reporting

23

Service, Inc.

24

25

26

STATE BOARD OF CERTIFIED
REAL ESTATE APPRAISERS
REFERENCE INDEX

October 19, 2023

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TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:31	Official Call to Order
10:31	Roll Call
10:32	Introduction of Attendees
10:33	Approval of Minutes
10:34	Report of Prosecutorial Division
10:37	Report of Board Counsel
10:40	Regulations/Statute
10:57	Conference Reports
11:14	Exploratory Committee
11:19	Conference Reports (cont.)
11:25	Miscellaneous
11:45	Adjournment