

Call to Order & Roll Call

Review/Approve Agenda

STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT DIVISION OF  
CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
*Tentative Meeting Agenda*

Board of Real Estate Appraisers  
August 20, 2024

Zoom Meeting Registration Link: [https://us02web.zoom.us/meeting/register/tZModOCtrz4sEtD8465MmrlFno5KUjUYyMi6](https://us02web.zoom.us/join/https://us02web.zoom.us/meeting/register/tZModOCtrz4sEtD8465MmrlFno5KUjUYyMi6)

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|-----|-------|--|-------------|
| 1.  | 10:00 | Call to Order/Roll Call<br>-Review/Approve Agenda<br>-Ethics Statement<br>-Continuing Education Statement  | Chair Hayes |
| 2.  | 10:15 | Public Comment   |             |
| 3.  | 10:30 | Division Update<br>-Grants Discussion  | Ms. Dumas   |
| 4.  | 11:00 | Investigations<br>-Investigative Report  | Mr. Hines   |
| 5.  | 11:30 | Statute Project(s)<br>-Update from Ms. Hayes & Mr. McKean  | Chair Hayes |
| 6.  |       | Regulation Project(s)<br>-Update from staff regarding pending project with LAW<br>-New Draft Verbiage Consideration<br>-AMC Annual Federal Registration<br>-Fees can't be prohibited from the report | Ms. Sather  |
| 7.  |       | New Business<br>-CE Opinion from Department of Law<br>-ASC Compliance Review Summary   | Ms. Sather  |
| 8.  | 12:30 | Lunch  |             |
| 9.  | 1:00  | Continued Board Discussion(s)  | Chair Hayes |
| 10. |       | Pending Board Ballots  | Chair Hayes |
| 11. |       | Board Business<br>Adjourn  | Chair Hayes |

# Ethics Report

**CONFIDENTIAL**

**ETHICS SUPERVISOR DETERMINATION FORM**  
**(Board or Commission Member)**

Board or Commission:

Member Disclosing Potential Ethics Violation:

I have determined that the situation described on the attached ethics disclosure form

does or would violate AS 39.52.110 - .190. Identify applicable statute below.

does not or would not violate AS 39.52.110 - .190.

\_\_\_\_\_  
Signature of Designated Ethics Supervisor (Chair)

\_\_\_\_\_  
Printed Name of Designated Ethics Supervisor

Date: \_\_\_\_\_

COMMENTS (Please attach a separate sheet for additional space):

**Note: Disclosure Form must be attached.** Under AS 39.52.220, if the chair or a majority of the board or commission, not including the disclosing member, determines that a violation of AS 39.52.110-39.52.190 will exist if the member participates, the member shall refrain from voting, deliberating, or participating in the matter. A member will not be liable under the Ethics Act for action in accordance with such a determination so long as the member has fully disclosed all facts reasonably necessary to the determination and the attorney general has not advised the member, chair, or board or commission that the action is a violation. Forward disclosures with determinations to the State Ethics Attorney as part of your quarterly report. Quarterly reports are submitted to Litigation Assistant, Opinions, Appeals & Ethics, Department of Law, 1031 W. 4<sup>th</sup> Avenue, Suite 200, Anchorage, AK 99501.  
Revised 2012

# Continuing Education Statement



THE STATE  
of **ALASKA**

Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing

**APR**

FOR DIVISION USE ONLY

**Real Estate Appraisers Program**

PO Box 110806, Juneau, AK 99811-0806

Phone: (907) 465-2550

Email: *RealEstateAppraisers@Alaska.Gov*

Website: *ProfessionalLicense.Alaska.Gov/RealEstateAppraisers*

**Continuing Education Credit for Participation**

This form certifies attendance at a meeting of the Alaska Board of Certified Real Estate Appraisers for continuing education credit. 12 AAC 70.210(g)(1-5)

<b>Full Legal Name:</b>	First	Middle	Last
<b>Alaska Certification #:</b>			

<b>Board Meeting Date:</b>	mm/dd/yyyy	<input type="checkbox"/> In Person	<input type="checkbox"/> Teleconference
<b>Attendance Hours:</b>		<b>Hours Claimed:</b> (7 Hours Max)	

*I certify the information reported above is true and correct and that I maintained attendance for the duration of the hours claimed.*

<b>Signature:</b>		<b>Date:</b>	mm/dd/yyyy
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**BELOW IS FOR DEPARTMENTAL AND BOARD USE ONLY**

**Verified Hours of Attendance**

(From Board Meeting Minutes)

\_\_\_\_\_

Via Electronic or Mail Ballot:  Approved  Denied

OR

Via in Person Board Meeting:  Approved  Denied

<b>Board Member Signature:</b>		<b>Date:</b>	mm/dd/yyyy
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If denied, reason for denial:

# Public Comment

# Division Update



# Investigations



**MEMORANDUM**

DATE: July 31, 2024  
 TO: Board of Certified Real Estate Appraisers  
 THRU: Sonia Lipker, Chief Investigator <sup>DS</sup> SL  
 FROM: Dennis Hines, Investigator <sup>DS</sup> DH  
 RE: Investigative Report for the August 02, 2024 Meeting

The following information was compiled as an investigative report to the Board for the period of May 09, 2024 thru July 31, 2024; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegals in Anchorage and Juneau, regarding continuing education audits and license action resulting from those matters are covered in this report.

**OPEN - 10**

<u>Case Number</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Status Date</u>
2024-000685	Fraud or misrepresentation	Intake	07/26/2024
2024-000668	Violation of licensing regulation	Complaint	07/31/2024

**REAL ESTATE APPRAISER**

2024-000456	Violation of licensing regulation	Intake	05/18/2024
2024-000663	Violation of licensing regulation	Intake	07/22/2024
2023-000414	Violation of licensing regulation	Complaint	05/18/2023
2023-000889	Violation of licensing regulation	Complaint	09/24/2023
2023-001210	Violation of licensing regulation	Complaint	12/20/2023
2023-001215	Violation of licensing regulation	Complaint	12/20/2023

2023-001216	Violation of licensing regulation	Complaint	12/20/2023
2024-000227	License Application Review/Referral	Complaint	07/31/2024

**Closed - 3**

<b><u>Case #</u></b>	<b><u>Violation Type</u></b>	<b><u>Case Status</u></b>	<b><u>Closed</u></b>	<b><u>Closure</u></b>
<b>REAL ESTATE APPRAISER</b>				
2024-000362	Violation of licensing regulation	Closed-Intake	06/07/2024	Incomplete Complaint
2024-000548	Violation of licensing regulation	Closed-Intake	07/15/2024	Application Withdrawn
2023-000905	Violation of licensing regulation	Closed-Complaint	06/07/2024	No Action - No Violation

***END OF REPORT***

Statute Project(s)

-Update from Ms. Hayes & Mr. McKean

## Regulation Project(s)

- Update from staff

- New Draft Verbiage Consideration

# New Business

## Continued Board Discussion(s)

# Pending Board Ballots



## Board Business