

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
ALASKA BOARD OF CERTIFIED REAL ESTATE APPRAISERS

BY AUTHORITY OF AS 08.01.070(2), AND IN COMPLIANCE WITH THE PROVISIONS OF AS 44.62, ARTICLE 6, A SCHEDULED MEETING OF THE ALASKA BOARD OF CERTIFIED REAL ESTATE APPRAISERS WAS HELD ON 11/5/2024 VIA ZOOM.

CONDENSED MINUTES OF THE MEETING HELD 11/5/2024

These draft minutes were prepared by the staff of the Division of Corporations, Business and Professional Licensing. They have not been reviewed or approved by the Board.

Date:	11/5/24
Time:	10:07 am the meeting was called to order
Location:	Zoom Meeting Registration Link: https://us02web.zoom.us/meeting/register/tZlqdu6upj4tE9R6ueoqtqLzsaAgP6rwN5-1
Attending:	Board Members: Mae Hayes, Leon McKean, Jenny Buswell, Val Kudryn Staff: Sara Sather, Nancy Harris, Dennis Hines, Billy Homestead, Melissa Dumas, Alison Osborne Public Members: Erin Dixon, Jonny Stewart, Rae Frederique
Absent:	None

1. Call to Order/Roll Call	
Brief Discussion:	The meeting was called to order at 10:07 am with a quorum consisting of Ms. Hayes, Mr. McKean, Ms. Buswell, and Mr. Kudryn.
	The agenda was reviewed and approved as written.
	There were no ethic reports. There was no CE requested for attendance of this meeting.
Motion:	On a motion duly made by Mr. Kudryn, second by Mr. McKean, it was RESOLVED to approve the agenda as written.
Recorded Votes:	Mae Hayes – P Y
	Valery (Val) Kudryn – P Y
	William (Leon) McKean – P Y
	Jenny Buswell – P Y
Action Items:	The meeting proceeded as written.
	The board took a brief break from 10:09 – 10:15 until the scheduled public comment period.

2. Public Comment	
Brief Discussion:	There were no public comments previously received nor was anyone present at the meeting for public comment.
Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	No action items.
3. Division Update	
Brief Discussion:	<p>Ms. Frederique, the ASC's Grant Manager, provided an overview of the ASC Grant Program. Additionally, the timeline was explained; FY25 Q1 the ASC will be sharing information on the upcoming grants, FY25 Q2 the grants will be open for applications, FY25 Q3 the grants are awarded, and then there will be continuous monitoring.</p> <p>Questions were asked to inquire on the ability to increase efficiency with the National Registry, if the grant could pay for CE for licensees such as the new required bias and fair housing course, if it could be used to help campaign to fill vacant board seats, as well as if funds could help recruit for license types that are showing a decline in numbers. Ms. Frederique explained that FY25 goals are not identified yet, however, under FY24 some of these items may have qualified. It was explained that grant funds are to support Title XI requirements.</p> <p>Ms. Dumas provided a summary of the FY24 Q4 financial report. The quarter ended 6/30/24 with a revenue of \$75,751 and \$143,438 in expenditures. It was explained there was a carryover surplus of \$195,277. When the expenditures of \$67,687 are subtracted the board ended the physical year with \$127,590.</p>

	While reviewing licensing statistics, the board discussed concerns that there is a shortage of General Real Estate Appraisers in the state and noted concerns that we could be seeing that number continue to decline as licensees retire.
Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	No action items.
4. Investigations	
Brief Discussion:	Mr. Hines provided a summary of the current board report; 8/1/24 – 10/22/24 has 11 cases with 8 in the complaint stage and 3 in the intake stage. There were no questions from the board.
	Mr. Hines provided the current Investigation’s training. Executive session was required for a portion of the training. At 11:54 the board entered executive session with all present board members and staff in attendance. At 12:27 the board came back on the record with all board members present.
Motion:	Mr. Kudryn – In accordance with provisions of Alaska Statute 44.62.310(c), I move to go into executive session for the purpose of discussing matters which by law, municipal charter, or ordinance are required to be confidential. This motion was second by Mr. McKean It was further clarified by Mr. Kudryn that the staff members to be included within executive session are Sara Sather, Dennis Hines, Billy Homestead and board members are Mae Sprague, Leon McKean, Jennifer Buswell, and Val Kudryn.

Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
5. Lunch		
Brief Discussion:	The board took a lunch break from 12:28 – 1:05. The board returned at 1:05 with all board members present.	
Motion:	Roll Call	
Recorded Votes:	Mae Hayes - P	
	Valery (Val) Kudryn - P	
	William (Leon) McKean - P	
	Jenny Buswell - P	
Action Items:	No action items.	
6. Statute Project(s)		
Brief Discussion:	Ms. Hayes stated that she has sent an email to Representative Kevin McCabe to inquire if he would be interested in sponsorship of the board's proposed statute changes.	
Motion:	No motion necessary.	

Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	Ms. Hayes will continue to seek legislative sponsorship.

7. Regulation Project(s)

Brief Discussion:	Ms. Sather provided an update that during the last meeting the formal motion moving regulations forward for edits did not include 12 AAC 70.175 by name. Though the board had stated their acceptance of the edits and intent to include it in the project, it was advised to have a formal motion stating the specific regulation number.
	Law provided staff with some questions regarding the current project currently under review. The question presented by Law to use consistent general language or adopt a portion of the AQB Criteria by reference was discussed. Pages 27 – 28 of the 2026 AQB Criteria were references and discussed. The board agreed to proceed with adopting the AQB Criteria by reference where applicable rather than using general language. Law’s additional question with using the verbiage identifying “the board” verses the ASC’s recommendation of “the State of Alaska” in terms of determining substantive cause was also discussed. Ms. Osborne shared that Law will not proceed with using “State of Alaska.” The board agreed to proceed with the work around with verbiage such as “...for substantive cause as determined by the state, upon review of the relevant evidence by the board.” This was verified with the ASC policy manager in attendance for compliance. There were no noted concerns.
	Ms. Osborne discussed that the current attorneys working on the board’s regulation projects have expressed they are in favor of adoption by reference, however, they do not have the authority from the board to work on an assignment such as this across all regulations, as they have only been assigned the specific projects. The board discussed conversations from the past committee meetings and their desire to be able to adopt the AQB Criteria by reference. It was again discussed how this will save the board and future board members time and money by not having to conduct large regulation overhauls when changes occur with the federal requirements, it will also allow for clearer understanding within Alaska’s regulations of what the requirements are, and aid in the state’s compliance with our federal oversight. The board did place a motion on the record to initiate a regulation project to adopt the AQB Criteria by reference across all of the Real Estate Appraiser regulations.

	<p>It was discussed, and agreed, for the current regulation projects to proceed to ensure the board is making the needed changes to ensure compliance. Ms. Osborne will provide Law with the received answers to their questions for the current drafts to be adjusted accordingly. Ms. Osborne will then share the corrected edits for board review. If there are no objections they will proceed to public comment, however, if there is a need for the board to convene for discussion a special meeting will be called.</p> <p>It was further discussed that PAREA would be addressed with the new motion to adopt the AQB Criteria by reference, therefore, there is not a need to un-table the draft regulations.</p>	
<p>Motion:</p>	<p>Mr. Kudryn – I make a motion to amend regulation 12 AAC 70.175 as written and reviewed by the board. This was second by Ms. Buswell.</p>	
<p>Recorded Votes:</p>	<p>Mae Hayes - Y</p>	
	<p>Valery (Val) Kudryn - Y</p>	
	<p>William (Leon) McKean - Y</p>	
	<p>Jenny Buswell - Y</p>	
<p>Motion:</p>	<p>Mr. Kudryn – I motion to start a regulation project to adopt by reference the AQB Criteria across the regulations for the board’s regulations. This was second by Mr. McKean.</p>	
	<p>Mae Hayes – Y</p>	
	<p>Valery (Val) Kudryn – Y</p>	
	<p>William (Leon) McKean – Y</p>	
	<p>Jenny Buswell – Y</p>	
<p>Action Items:</p>	<p>Ms. Osborne will be in communication with Law regarding the ongoing regulation projects. As items are completed, she will keep staff and the board informed as we move through the next steps of the regulation process. If a meeting is needed before the scheduled board meeting in February, the board agreed to do so.</p>	

8. Continued Board Discussion(s)	
Brief Discussion:	There were no topics for discussion under Continued Board Discussion(s).
Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	No action items.
9. New Business	
Brief Discussion:	<p>Ms. Sather provided a summary of some key topics from the Fall 2024 AARO Conference.</p> <p>The trainee worklog was a common topic across many sessions. It was discussed that states are seeing concerns with information written in the worklog being accurate; are the hours claimed honest hours earned. There were also discussions as to if the state could, or should, take action against the supervisor if substantial errors are identified in the work products. Furthermore, ideas were shared to help support the trainee/supervisor; holding town hall meetings for Q&A or brief trainings, mid-way check points of the worklog and work products submitted for review and comments, an online platform for logging work as completed where all (trainee, supervisor, and the state) can see the work as completed.</p> <p>It is being encouraged for states to rely on the National Registry and not request individual verification of licensures from each state.</p> <p>It is essential to continue to monitor for new ASC enforcement that will be coming out. There continues to be discussion on the PALs Act and the Appraisal Improvement Act.</p>

	<p>The ASC will have a training coming out for state regulators on the AMC Rule. This will be essential for state regulators and board members to attend as it will provide needed guidance on items such as AMC ownership limitations, panel sizes, substantive cause, and what the state can and can't ask per the AMC Rule.</p> <p>There will be an additional training, we believe through AARO, coming out on the ASC Policy Statements. This is another training that will be very beneficial to state regulators to ensure compliance with the federal oversight.</p> <p>Fannie Mae and Freddie Mac shared that they are seeing less flags for using unacceptable verbiage within the appraisal reports. They are placing focus on sales/market adjustments.</p> <p>2025 AARO Conferences were brought to the board's attention for consideration, as during the February board meeting decisions will need to be made so travel can be submitted. Ms. Hayes expressed interest in attending the spring conference. It was mentioned that since the spring conference will be a virtual conference with no travel expenses that more, if not all, board members could attend.</p> <p>Mr. Kudryn stated he will need to check his schedule regarding the conferences.</p>	
Motion:	No motion necessary.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
10. Pending Board Ballots		
Brief Discussion:	<p>It was stated that there are pending ballots on OnBoard. Ms. Sather further informed the board to expect a large number of course applications to be placed on OnBoard this week.</p>	

Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	Board members will review the pending ballots.
11. Board Business	
Brief Discussion:	Ms. Sather shared that the work product review checklist has been finalized. It was stated that staff will send a blank copy of the checklist with the board member requested reports for review. Board members are to complete the checklist for each report they review, and a copy saved in the applicant's record.
Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	No action items.
12. Adjourn	

Brief Discussion:	It was agreed to adjourn as 2:29 pm.	
Motion:	On a motion duly made by Mr. Kudryn, second by Mr. McKean, it was RESOLVED to adjourn.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	Meeting minutes will be drafted and placed on OnBoard for Board review. Approved minutes will be placed on the website.	

Next Meeting:	2/18/25 at 10 am via Zoom
Adjournment:	2:29 pm