



	<p>The Board took a 10 min break until the public comment period. The Board was back from break at 10:19 am with all present.</p>	
<b>2. Public Comment</b>		
Brief Discussion:	No public present in person, via online, or prior comments received.	
Motion:	No motion necessary.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
	Public comment ended at 10:27 as no public present and proceeded to the Division Update.	
<b>3. Division Update</b>		
Brief Discussion:	<p>Ms. Dumas provided the division update for FY24 Q3 to include explanation of the total revenue in the amount of \$37,265 and total expenditures in the amount of \$96,230. The Board had a carry forward surplus of \$195,277 with revenue minus expenditures resulting in -58,965. This places the Board with \$136,312 for the remainder of this nonrenewal year. No concerns were noted.</p> <p>It was discussed that appraiser licensures had a 57% growth from FY 19 to FY 23 in license counts per year to 468 licensees. This is a representation of less than one half percent of the total division licensees. It was noted AMCs were a large contributor to this increase.</p> <p>There were no additional questions.</p>	
Motion:	No motion necessary.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	

	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
<b>4. Investigations</b>		
Brief Discussion:	<p>Ms. Gabriel provided the Investigation’s Board Report to include 8 open cases, of which 1 case closed since the last meeting. As of today’s date, there are however, 10 open cases as 2 more were recently received. Ms. Gabriel shared they are receiving more Tip reports and there is the known potential for other types of Tips to potentially start coming in.</p> <p>It was explained that Division expectations are for 30 days from the time the reviewing Board Member receives the item a Board Review Form be completed and submitted to the Investigator. If one is not completed within 30 days, Ms. Gabriel requested for an update.</p> <p>Ms. Gabriel provided comment to the ongoing question regarding AMC noncompliance with timely submission of the AMC Annual Federal Registration form and fee. Investigations needs specific language that noncompliance with the AMC National Registry would constitute to a violation or warrants an investigation. It was stated that Investigations can receive complaints through the Board and staff, however, there is currently no language relating to the AMC National Registry requirements within our statutes or regulations. It was explained that this could be a regulation amendment.</p> <p>The Board and attending ASC Policy Managers had a discussion to include;</p> <ul style="list-style-type: none"> <li>-Re-summarizing the concern of an AMC holding an active license with the state, however, has not submitted the AMC Annual Federal Registration and fee by the due date and, therefore, becoming inactive on the AMC Registry.</li> <li>-The requirement for the state to remain in compliance by collecting the information requested on the form, corresponding fee, and submitting it to the Registry within the designated timeframe.</li> <li>-The form and compliance dates were reviewed.</li> <li>-Verbiage for a proposed regulation amendment was discussed to include discussion that the verbiage does not limit/exclude/or wrongfully enforce something on AMCs (as their panel size is a factor).</li> </ul> <p>It was requested for the Regulation Specialist to attend the next Board Meeting to continue this discussion and review drafted verbiage.</p> <p>Mr. Kudryn requested for clarification on how to respond to incoming communication from licensees, as he had simply directed them to Ms. Gabriel stating he cannot speak to this matter.</p>	

	<p>It was explained to direct them to Investigations and or the investigator for any investigation updates. Reviewing Board Members are supposed to remain anonymous and not to speak with licensees regarding ongoing reviews.</p> <p>The Board discussed trainings that Investigators have taken regarding incoming complaints. It was stated by the Board that moving forward they would like to request staff to continue with USPAP every two years. Procedures and Principles would also be helpful for staff who have not taken the courses.</p>
Motion:	No motion necessary.
Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	Ms. Sather will update the Regulation Specialist and place this topic on the next Board Meeting agenda.
<b>5. Statute Project(s)</b>	
Brief Discussion:	<p>Ms. Hayes stated that she has been in touch with two different potential sponsors and has meetings scheduled to discuss the statutes with them.</p> <p>The current list of statute edit recommendations was briefly reviewed to include discussion on the desire to add additional seats to the Board. An additional Certified Residential seat and someone from the Real Estate Profession (such as a Broker) were discussed. It was also discussed to reach out to licensed Generals within the state through a letter campaigning for the vacant General seat to be filled.</p> <p>The Board requested for staff to follow up with Ms. Gabriel for information on the types of complaints received. Specifically, who are they coming from (licensees, consumer, etc.) and what was the complaint about, to also include the ones that don't make it to Board review. The Board's discussion explored the idea of how they could help inform/educate the public and licensees through notification of this is what they are seeing, and the best actions are to do X instead Y because of Z.</p>
Motion:	No motion necessary.

Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	Ms. Sather will share the Board's request with Investigations.	
	The Board took a break at 12:33 pm. They were back on the record at 12:50 pm with all present.	
<b>6. Regulation Project(s)</b>		
Brief Discussion:	Ms. Sather provided an update to inform that the current regulation project is with the Department of Law for review. As legislative session remains open, Law has a very full cue of items.	
Motion:	No motion necessary.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	Staff will continue to monitor the pending regulation project.	
<b>7. Annual Report</b>		
Brief Discussion:	Ms. Hayes explained that the draft annual report is not complete at the moment.	
	The Board discussed this last physical year they have been focusing on different avenues of education, PAREA, trying to not make it prohibitive to enter appraising by working on identify any problems preventing new appraisers to come in, removing unnecessary	

	<p>barriers, continuing with the intent to serve the industry best that they can, as well as taking action to come into compliance in areas Alaska/the Board hasn't been.</p> <p>The Board discussed their intent to continue membership with AARO, continue to travel to conferences, for new staff to take USPAP courses to include the USPAP updates for continuing staff, as well as Basic Appraisal Principles and Basic Appraisal Procedures for staff as appropriate.</p> <p>The Board made a motion on the record for budget items within the annual report and has agreed to complete the final review and approval of the drafted report through OnBoard. It was discussed this requires timely review, as it is due to be submitted by June 1<sup>st</sup>.</p>	
<p>Motion:</p>	<p>In a motion made by Mr. Kudryn, I motion to continue the Board's membership with AARO, budgeting for continuing attendance of AARO Conference of up to 2 existing board or staff members and any new Board members, and providing staff training in Basic Appraisal Principles and USPAP courses as needed. Second by Mr. McKean. It was RESOLVED to place budget items for membership, conferences, and training within the annual report.</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 – A</p>	
<p>Action Items:</p>	<p>Ms. Hayes will finish drafting the annual report. Once completed, forward to Ms. Sather to be place on OnBoard for Board review.</p> <p>Upon the annual report being reviewed and approved Ms. Sather will submit.</p>	
<p><b>8. Lunch</b></p>		
<p>Brief Discussion:</p>	<p>As the Board was behind schedule the scheduled lunch break was not taken.</p>	
<p>Motion:</p>	<p>No motion necessary.</p>	

Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
<b>9. Continued Board Discussion(s)</b>		
	<p>The Board discussed the public member comment previously received regarding accepting work experience and education from Canada. Within the February meeting it was requested for staff to reach out to the ASC for any guidance on compliance requirements regarding this topic. Their reply was also reviewed to include understanding the recommendation for all education to be fully reviewed to ensure it meets AQB Criteria, as it is currently understood that AI courses within Canada are not presented for CAP approval. Additionally, all experience hours receive are to have careful consideration for USPAP compliance, as CUSPAP requirements within Canada are not equivalent to USPAP requirements within the United States.</p> <p>It was discussion that the Board’s goal is to not be a barrier to entry and support competent people working within the state. It was requested for Ms. Sather to follow up with the public member and inform that additional documents will be needed along with the application submission so that a full review may be completed. Additionally, it was requested to inform that this review may take longer than usual due to the need for additional documents to be reviewed.</p>	
	<p>The draft work product checklist within PDF format was review. A couple edits were identified. Mr. Kudryn will communicate these with the division’s publication team and proceed with finalizing the form.</p>	
	<p>Mr. Kudryn shared that he has completed the draft FAQ for Mass Appraisal as previously discussed; the Board will accept up to 50% of the required work experience, if completed to USPAP standards. It is understood that it is up to the Board to determine if the work experience is USPAP compliant. Mr. Kudryn will provide his written FAQ to Ms. Sather for the website. A form for logging mass appraisal experience is still in the process of being developed.</p>	
Motion:	No motion necessary.	

Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	Ms. Sather will notify Ms. Davison of the Board's response in regards to submitting her application for licensure.	
	Mr. Kudryn will continue with his research and work towards a mass appraisal work experience log.	
	Ms. Sather will submit the FAQ for the website.	
<b>10. New Business</b>		
Brief Discussion:	No new business.	
Motion:	No motion necessary.	
Recorded Votes:	Mae Hayes -	
	Valery (Val) Kudryn -	
	William (Leon) McKean -	
	Jenny Buswell -	
Action Items:	No action items.	
<b>11. Pending Board Ballots</b>		
Brief Discussion:	Staff shared that there are currently 24 ballots pending. It was stated that Board Member review of these will be completed after the meeting.	
Motion:	No motion necessary.	



Recorded Votes:	Mae Hayes -
	Valery (Val) Kudryn -
	William (Leon) McKean -
	Jenny Buswell -
Action Items:	Board Members who have not completed review of the pending ballots will complete review after the meeting.
<b>12. Board Business</b>	
Brief Discussion:	<p>Mr. Kudryn provided a summary from the Spring 2024 AARO conference to include;</p> <ul style="list-style-type: none"> <li>-The Investigations seminar provided interesting insight that there were not as many bias complaints as he had expected. There are cases still pending. 2020, 2021, and 2022 were busy with complaints. There were 71 in 2021 and 80 in 2022. One was from an ADM.</li> <li>-There were discussions regarding appraiser fees disclosed within the appraisal report. Mr. Kudryn expressed an interest in further Board discussion for a regulation that would state that an AMC cannot prohibit the disclosure of fees.</li> <li>-Timely payment was noted as a concern through topic discussions. This is brought back to the Board for discussion if this was something that the Board needed to place focus on.</li> <li>-The Appraisal Foundation has 8 corrective education courses that can be used in correspondence to investigations and licensing action. These courses have a heavy USPAP focus.</li> <li>-ASC Grant funding is available. Many examples of how funding has been used were provided during the conference.</li> </ul> <p>The Board discussed this topic and would like to further understand as to why this is unavailable to the division to receive and if we can make it available.</p>
	<p>Ms. Sather provided a summary from the Spring 2024 AARO conference to include;</p> <ul style="list-style-type: none"> <li>-The ASC discussed that they are exploring changing the Policy Statements to regulation, allowing for stronger enforcement.</li> <li>-HUD, Fannie, and Freddie issued a new ROV guidance that had many attendees discussing the new mandatory reporting requirements.</li> <li>-The PAL ACT (Appraisal Portal) and Appraisal Improvement Act continue to be discussed within legislation.</li> </ul>

	<p>-The AQB has started a qualifications reassessment project, which will be important to closely monitor. Phase 1 is reviewing the college degree requirements. Phase 2 is reviewing alternative experience. Phase 3 is reviewing the exam and topic of super exam.</p> <p>-The ASC shared that their recent common flags for concern have been in terms of time requirements with items such as reporting to the Registry and issuing Courtesy Licenses.</p> <p>-There continues to be discussions on data collectors with potential concerns as an unlicensed profession.</p> <p>-There were continued discussions and education on the new requirements for bias and fair housing education by 1/1/26.</p> <p>No other topics were discussed.</p>	
<p>Motion:</p>	<p>In a motion made by Mr. Kudryn, I make a motion to budget for Board Members to take training courses in investigations. Second by Mr. McKean. It was RESOLVED to place the budget item for Board Member participating in investigative training courses within the annual report.</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 - A</p>	
<p>Action Items:</p>	<p>Ms. Sather will reach out to Lisa Desmarais about the Appraisal Foundation's corrective education courses to inquire on the Board's ability to take the courses.</p> <p>Ms. Sather will ask Ms. Dumas to speak towards grants at the next meeting.</p>	
<p><b>13. Adjourn</b></p>		
<p>Brief Discussion:</p>	<p>The Board agreed to adjourn at 1:41 pm.</p>	
<p>Motion:</p>	<p>On a motion duly made by Mr. McKean, second by Mr. Kudryn, it was RESOLVED to adjourn.</p>	
<p>Recorded Votes:</p>	<p>Mae Hayes -</p>	

	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.	
	Tabled and continued agenda items will be added to the next meeting.	

Next Meeting:	8/20/24 at 10 am via Zoom
Adjournment:	1:41 pm