

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

February 24, 2015

The Real Estate Appraiser Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

H. Glenn James, Chair  
Michael Miller, Vice-Chair  
René Fonseca  
Chris Call  
Mack Strickland  
Robert Rochester  
Jean Gannon  
Scott Mayausky

Board members absent from the meeting: Laura Sanchez del Solar  
Fay B. Silverman

DPOR Staff present for all or part of the meeting included:

Jay DeBoer, Director  
Christine Martine, Executive Director  
Mark Courtney, Senior Director  
Kevin Hoefl, Board Administrator  
Joseph Haughwout, Legal Analyst  
Emily Trent, Administrative Assistant

Elizabeth Peay from the Office of the Attorney General was present.

Mr. James called the meeting to order at 10:01 AM.

**Call to Order**

A motion was made by Ms. Gannon and seconded by Mr. Fonseca to approve the agenda. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller, Rochester and Strickland.

**Approval of Agenda**

A motion was made by Mr. Strickland and seconded by Ms. Gannon to approve the following minutes: November 5, 2014, Real Estate Appraiser Board Meeting. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller, Rochester and Strickland.

**Approval of Minutes**

Jayne Allen addressed the Board concerning E & O insurance and AMC's requiring background checks.

**Public Comment**

In the matter of **File Number 2015-01026, Billie Jo Pelkey**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. Ms. Pelkey was present and addressed the Board. A motion was made by Mr. Strickland and seconded by Mr. Mayausky to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Ms. Pelkey's application for a licensed residential real estate appraiser license. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2015-01026, Billie Jo Pelkey**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-01039, Diarra K. Hall**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Miller and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Mr. Hall's application for a certified residential real estate appraiser license. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2015-01039, Diarra K. Hall**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2014-02661, John Paul Williams**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Call and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Mr. Williams' application for a certified general real estate appraiser license. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2014-02661, John Paul Williams**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-00535, Sara Beth Jones**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Mr. Miller to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Ms. Jones' application for a certified general real estate appraiser license. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2015-00535, Sara Beth Jones**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-01710, Vicky A. Trang**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Mr. Mayausky to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find two violations of 18 VAC 130-20-180.K.4 (Count 1) of the Board's 2008 Regulations.

**File Number 2015-01710, Vicky A. Trang**

The motion passed unanimously. Members voting “Yes” were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

A motion was made by Ms. Gannon and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and impose no monetary penalty for the violations contained in Count 1. The motion passed unanimously. Members voting “Yes” were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-01705, Vicky A. Trang**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Miller and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Ms. Trang’s application for a certified residential real estate appraiser license. The motion passed unanimously. Members voting “Yes” were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2015-01705, Vicky A. Trang**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-01847, Thomas Kirchner, Sr.**, the Board reviewed the record which consisted of the investigative file, the transcript and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and close the file with no violation. The motion passed unanimously. Members voting “Yes” were Call, Fonseca, Gannon, James, Mayausky, Miller and Strickland.

**File Number 2013-01847, Thomas Kirchner, Sr.**

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

Mr. Hoeft gave the Board a regulatory review update. No action was taken by the Board.

**Administrative Issues**


Mr. Hoeft also gave the Board an update on Appraisal Management Company licensing. No action was taken by the Board.


Ms. Martine informed the Board of Senate Bill 1445. No action was taken by the Board.

**New Business**

There being no further business, the meeting adjourned at 10:57 A.M.

**Adjourn**

  
\_\_\_\_\_  
H. Glenn James, Chair

  
\_\_\_\_\_  
Jay DeBoer, Secretary

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Thomas "Mack" Strickland, Jr.  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

None  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

None

I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

02/24/2015  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Jean M. Gannon  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_ (Agenda Item)

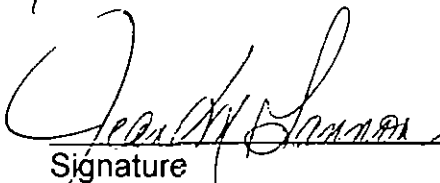
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

2/24/15  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: René Fonseca  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

2-24-15  
Date



STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Michael Miller  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

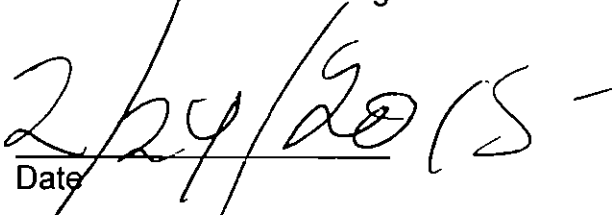
I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: H. Glenn James  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

NONE  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

NONE

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

Certified General Real Estate Appraiser

I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

H. Glenn James  
Signature

Feb 24, 2015  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Robert Rochester  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the  
public interest.  
or  
 I did not participate in the transaction.
6.  I do not have a personal interest in any transactions taken at this meeting.

Robert Rochester  
Signature

2/24/15  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Scott Mayausky  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015
5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the  
public interest.
- or
- I did not participate in the transaction.
6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

2/24/15  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Christopher S. Call  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: February 24, 2015  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

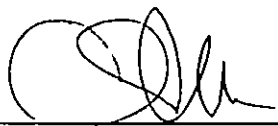
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

2/24/2015  
Date