

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

October 5, 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

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

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

Jay DeBoer, Director  
Christine Martine, Executive Director  
Nick Christner, Deputy Director  
Kevin Hoefl, Board Administrator  
Emily Trent, Administrative Assistant

Elizabeth Peay and Joshua Heslinga from the Office of the Attorney General were present.

Mr. James called the meeting to order at 10:07 A.M.

**Call to Order**

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

**Approval of Agenda**

There was no public comment.

**Public Comment**

At 10:09 A.M., Mr. Strickland offered a motion which was seconded by Mr. Miller, that the Board meeting be recessed

**Closed Session**

and that the Real Estate Appraiser Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as permitted by §2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Jay DeBoer, Christine Martine, Kevin Hoeft, Elizabeth Peay, Joshua Heslinga and Nick Christner.

This motion is made with respect to the matter(s) identified as agenda item(s):

- Administrative Issues: CoesterVMS.com, Inc. v. Virginia Real Estate Appraiser Board, et al – Civil Action 1:15-CV-980 (E.D. Va 2015)

At 11:03 A.M., a motion was made by Mr. Strickland and seconded by Ms. Gannon that the Board reconvene in open session.

WHEREAS, the Real Estate Appraiser Board has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Appraiser Board that such closed meeting was conducted in conformity with Virginia law;

#### **Certification**

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Appraiser Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Appraiser Board.

VOTE: 7-0

AYES: Call, Fonseca, Gannon, James, Miller, Rochester and Strickland.

NAYS: None.

ABSENT DURING THE VOTE: None.

ABSENT DURING THE MEETING: Mayausky, Sanchez del Solar and Silverman.

A motion was made by Mr. Strickland and seconded by Mr. Miller to accept the settlement agreement as presented. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Miller, Rochester and Strickland.

**Administrative Issues**

A motion was made by Mr. Miller and seconded by Mr. Strickland to approve the application for an Appraisal Management Company license in File Number 2015-02888 - Coester VMS.com, Inc. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Miller, Rochester and Strickland.

A motion was made by Mr. Strickland and seconded by Ms. Gannon to adopt a resolution delegating the authority to conduct inspections to the sworn investigators appointed by the Director pursuant to §54.1-306.C of the *Code of Virginia*. The motion passed unanimously. Members voting "Yes" were Call, Fonseca, Gannon, James, Miller, Rochester and Strickland.

There being no further business, the meeting adjourned at 11:07 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: Christopher S. Call  
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Appraiser Board  
(Name of Board)
4. Meeting/IFF Date: October 5, 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

10/5/2015 AD  
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: October 5, 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.

René Fonseca  
Signature

OCT. 5-2015  
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: October 5, 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:

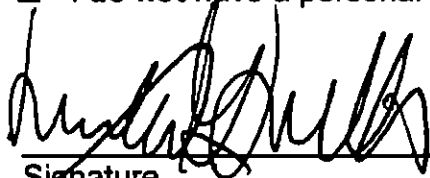
\_\_\_\_\_

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

10/5/2015  
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: October 5, 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:

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

5<sup>th</sup> October 2015  
Date

**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: October 5, 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:

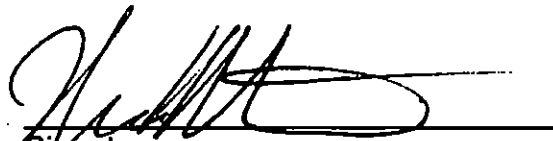
None

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

10/5/2015  
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: October 5, 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:

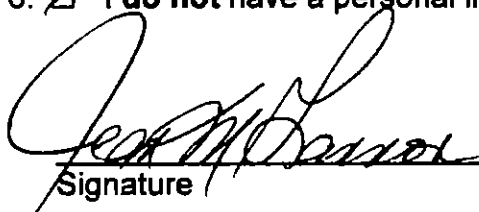
\_\_\_\_\_

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

10/5/15  
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: October 5, 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

10/5/2015  
Date