

**REAL ESTATE APPRAISER BOARD**

**REGULATORY REVIEW COMMITTEE**

**MINUTES OF MEETING**

The Real Estate Appraiser Board, Regulatory Review Committee met on Wednesday, May 22, 2024, at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Training Room 2, Richmond, Virginia.

The following Committee members were present:

Kevin "KC" Bratton, Chair  
Joyce Bonilla  
Todd Canterbury  
Mark Chapin, Vice-Chair  
Jean Gannon (Arrived at 10:13 a.m.)  
H. Glen James  
Heather Placer-Mull (Arrived at 10:05 a.m.)  
Jacob Schmeer

Committee member Taneen Wyche was not in attendance.

DPOR staff present for all, or part of the meeting included:

Stephen Kirschner, Licensing and Regulatory Programs Division Deputy Director  
Anika Coleman, Executive Director  
Joseph Haughwout, Regulatory Affairs Manager  
Breanne Lindsey, Regulatory Operations Administrator  
Vanessa DeGraw, Licensing Operations Administrator  
Gezelle Glasgow, Administrative Coordinator  
Rachel Harris, Administrative Coordinator  
Chris Kunkel, Licensing Specialist

Mr. Bratton, the Board's Chair, called the Real Estate Appraiser Board, Regulatory Review Committee meeting to order at 10:00 a.m.

Call to Order

Mr. James moved to approve the agenda as presented. Ms. Placer-Mull seconded the motion which was unanimously approved by: Bratton, Bonilla, Canterbury, Chapin, Gannon, James, Placer-Mull, and Schmeer.

Approval of Agenda

The Committee reviewed the Real Estate Appraiser Regulations to determine if the regulation is necessary to protect the health, welfare, and safety of the public. The regulation was amended or removed if it does not currently meet those requirements.

Discussion and Review of Regulations

The Committee recessed from 11:40 a.m. to 12:07 p.m.

Recess

The Committee continued to consider amendments to the Real Estate Appraiser Regulations.

Discussion and Review of Regulations Continued

After thorough review, Ms. Coleman asked the Committee to consider adopting the draft proposed amendments as amended. Ms. Gannon moved to adopt the draft proposed amendments as amended, authorizing staff to make stylistic and non-substantive changes as needed. Mr. Bratton seconded the motion which was unanimously approved by: Bratton, Bonilla, Canterbury, Chapin, Gannon, James, Placer-Mull, and Schmeer.

Ms. Coleman informed the Board of the ASC audit taking place September 10<sup>th</sup> to 12<sup>th</sup> ASC staff want to attend the June 25, 2024 Board meeting virtually. The ASC audit findings will

Other Business

Real Estate Appraiser Board  
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There were no members of the public present to address the Committee.

Public Comment

There was no new business.

**New Business**

There being no further business, the meeting adjourned at 1:14 p.m.

**Adjourn**



\_\_\_\_\_  
Kelvin "K.C." Bratton, Board Chair



\_\_\_\_\_  
Kishore S. Thota, Board Secretary

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

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

1. Name Todd Canterbury  
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)

4. Transaction:  Meeting/  Informal Fact-Finding Conferences held on: May 22, 2024

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A. \_\_\_\_\_  
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

Todd Canterbury  
Signature

May 22, 2024  
Date

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

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

1. Name Mark Chapin  
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)

4. Transaction:  Meeting/  Informal Fact-Finding Conferences held on: May 22, 2024

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6. Signature of Board Member/Presiding Officer:

 May 22, 2024  
Signature Date

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

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

1. Name Kelvin "KC" Bratton  
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)

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(Agenda Item)

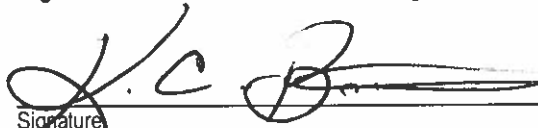
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I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

  
Signature

May 22, 2024  
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/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)
4. Transaction:  Meeting/  Informal Fact-Finding Conferences held on: May 22, 2024

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(Agenda Item)


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6. Signature of Board Member/Presiding Officer:

 May 22, 2024  
Signature Date

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

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

1. Name: Heather Placer-Mull  
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)
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I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:



Signature

May 22, 2024

Date

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

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

1. Name Jean Gannon  
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)

4. Transaction:  Meeting/  Informal Fact-Finding Conferences held on: May 22, 2024

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Yes - If yes, please answer the following questions.

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(Agenda Item)

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\_\_\_\_\_

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

Jean M Gannon  
Signature

May 22, 2024  
Date



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

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

1. Name Joyce Bonilla  
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Appraiser Board  
(Name of Board)

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I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

Joyce Bonilla  
Signature

May 22, 2024  
Date

