

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

May 28, 2026

The Real Estate Appraiser Board Emerging Industry Issues Committee meeting met on May 28, 2026, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia and through electronic access. The following Board members were present:

Michael Small (Chair)
Heather Fox (Vice Chair)
Mark Chapin
Joseph Dunn
Pat Turner

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

Laura McClintock, Director
Anika Coleman, Executive Director
Stephen Kirschner, Director LRPD
Joseph Haughwout, Regulatory Affairs Manager
Tom Payne, CID Director
Jennifer Plummer, Regulatory Operations Administrator
Shaifali Prajapati, Administrative Coordinator
Christopher Kunkel, Licensing Specialist
Free Williams, Director of Adjudication
Michael Leedom, Intake Supervisor

Small called the meeting to order at 10:03 A.M.

CALL TO ORDER

Coleman read the emergency egress procedure.

EMERGENCY EGRESS

Small determined that a quorum was present.

DETERMINATION OF QUORUM

Chapin moved to approve the agenda without amendments.
Turner seconded the motion, which was unanimously approved
by members: Chapin, Dunn, Fox, Small, Turner.

APPROVAL OF DRAFT AGENDA

Chapin moved to approve the April 22, 2026, Real Estate Appraiser Emerging Industry Issues Committee meeting minutes without amendments. **Turner seconded** the motion, which was unanimously approved by members: Chapin, Dunn, Fox, Small, Turner.

**APPROVAL OF DRAFT
MINUTES**

Introductions were made by Committee and DPOR Staff. No resolutions were discussed.

**WELCOME,
INTRODUCTIONS, AND
RESOLUTIONS**

There were no public comments.

PUBLIC COMMENT

DISCUSSION ITEMS

The Committee members reviewed the Regulatory Survey Report regarding state approaches to property data collectors, as provided by DPOR staff. Discussions included understanding jurisdiction over data collectors, feasibility for legislative changes, and consistency in AMC auditing.

Property Data Collectors

The Committee recommends the Board send out an informational survey to licensees, including Regulants and AMCs, to request information and solicit responses regarding property data collectors. DPOR staff will request from the Board regarding questions for the survey.

Fox moved to conduct survey, **Turner seconded** the motion. After discussion, the motion was unanimously approved by members: Chapin, Dunn, Fox, Small, Turner.

The Committee members reviewed the Comparative Review regarding appraisal fee distribution and disclosure practices, as provided by DPOR staff. Discussions included distribution and transparency of fees amongst AMCs and appraisers.

Appraisal Fees

Turner moved to request data from the public in the survey passed, **Fox seconded** the motion. After discussion, the motion was unanimously approved by members: Chapin, Dunn, Fox, Small, Turner.

RECESS

Small called for a recess for lunch at 11:40 AM. The meeting resumed at 12:05 PM.

The continuation of Committee Meetings was discussed. The motion for the Emerging Industry Issues Committee to become a standing committee will be voted on by the board at the next board meeting.

Small reminded the Committee to complete the Conflict-of-Interest Statements and Travel Reimbursement Forms.

The meeting was adjourned at 12:51 PM.

NEW BUSINESS

**Future Committee Meeting
Dates**

**COMPLETION OF
PAPERWORK**

ADJOURN


Michael Small, Chair
Laura McClintock, Secretary



Department of Professional and Occupational Regulation

**REAL ESTATE APPRAISER BOARD
COMMITTEE MEETING
VISITOR SIGN-IN SHEET BOARD MEETING
MAY 28, 2026 - 10:00 AM**

NO.	NAME/AFFILIATION	EMAIL	DO YOU WISH TO SPEAK? (Y/N)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

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

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

1. Name Heather Fox
(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: 05/28/2026
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:

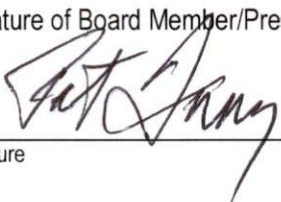
Heather Fox May 28, 2026
Signature Date

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

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

1. Name Pat Turner
(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: 05/28/2026
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:

 _____
Signature Date May 28, 2026

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

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

1. Name Michael Small
(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: 05/28/2026
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:



Signature

May 28, 2026

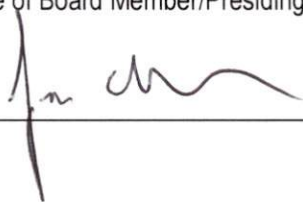
Date

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

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

1. Name Joseph Dunn
(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: 05/28/2026
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:



Signature

May 28, 2026

Date