

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

April 22, 2026

The Real Estate Appraiser Board Emerging Industry Issues Committee meeting met on April, 22 2026, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia and through electronic access. The following Board members were present:

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

Committee members not in attendance for the meeting:

Joe Dunn

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
Vanessa DeGraw, Programs Operations Administrator
Shaifali Prajapati, Administrative Coordinator
Free Williams, Director of Adjudication
John Grieser, Co-Director of Investigations
Johnathan Darden, Co-Director of Investigations
Eric Beidel, Communications & Digital Media Manager

Coleman called the meeting to order at 10:05 A.M.

CALL TO ORDER

The emergency egress procedure was included in the agenda packet.

EMERGENCY EGRESS

Turner determined that a quorum was present.

**DETERMINATION OF
QUORUM**

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

**APPROVAL OF DRAFT
AGENDA**

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

**WELCOME,
INTRODUCTIONS, AND
RESOLUTIONS**

Turner nominated Small for Chair, which was unanimously approved by members: Chapin, Fox, Small, Turner.

CHAIR ELECTION

Turner nominated Fox for Vice-Chair, which was unanimously approved by members: Chapin, Fox, Small, Turner.

IFF OVERVIEW

Williams provided the Committee with an overview of the IFF process via PowerPoint presentation and answered questions. Darden answered questions from the Committee members as well.

There were no public comments.

PUBLIC COMMENT

Small called for a recess for lunch at 11:30 AM. The meeting resumed at 11:45 AM.

Recess

NEW BUSINESS

The emerging industry issues discussed centered on the presence of data collectors and the role of Appraisal Management Companies (AMCs) and lenders. In particular, Committee members raised safety and professional integrity concerns of data collectors not being a regulated profession, as well as no set parameters on their activity while on properties. Committee members will revisit this issue in the next meeting after staff and Committee members research outcomes and effects on the public. Appraisal fees will also be addressed in the next meeting.

AMC Overview

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

**COMPLETION OF
PAPERWORK**

The meeting was adjourned at 12:48 PM.

ADJOURN


Michael Small, Chair


Laura McClintock, Secretary

**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: 04/22/2026

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
Signature

April 22, 2026
Date

**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: 04/22/2026

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:

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I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:


Signature

April 22, 2026
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: 04/22/2026

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. _____
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I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

 April 22, 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: 04/22/2026

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. _____
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6. Signature of Board Member/Presiding Officer:



Signature

April 22, 2026

Date