

**REAL ESTATE APPRAISER BOARD  
TENTATIVE AGENDA**

**Tuesday, February 7, 2023 - 10:00 AM  
2<sup>nd</sup> Floor – Board Room 2**

**Department of Professional and Occupational Regulation  
Perimeter Center, Suite 200  
9960 Mayland Drive  
Richmond, Virginia 23233**

**I. CALL TO ORDER**

**II. ADMINISTRATIVE MATTERS**

1. Approval of Agenda
2. Approval of Minutes:
  - a. September 7, 2022, Real Estate Appraiser Board Committee Meeting
  - b. October 18, 2022, Real Estate Appraiser Board Committee Meeting
  - c. October 18, 2022, Board Meeting

**III. PUBLIC COMMENT PERIOD\*\***

**IV. CASES**

1. File Number 2023-01286 – Jonathan K. Crim  
IFF by Jackson-Bailey - Licensing
2. File Number 2023-01292 – Consolidated Analytics LLC  
IFF by Chapin - Licensing
3. File Number 2022-01386 – James M. Hong  
IFF by Stuchell - Disciplinary

**V. ADMINISTRATIVE ISSUES**

- Adopt Fair Housing/Appraisal Bias CE regulation
- Board Financial Statement

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**NEXT MEETING SCHEDULED FOR WEDNESDAY, June 28, 2023**

**\*\* 5-minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files. No other public comment will be accepted by the Board during the meeting. Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8552 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.**

VIRGINIA REAL ESTATE APPRAISER BOARD  
COMMITTEE MEETING

September 7, 2022

The Real Estate Appraiser Board Committee to discuss Continuing Education changes required by HB 284 held a meeting on Wednesday, September 7, 2022, at the Department of Professional and Occupational Regulation, Richmond, Virginia.

The following Members were present for the meeting:

Richard Stuchell  
H. Glenn James

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

Christine Martine, Executive Director

Mr. Stuchell called the meeting to order at 1:05 p.m.

The Committee reviewed the changes to continuing education which will be required as a result of HB 284. The Committee discussed the best way to implement the new requirement of a minimum of 2 hours of fair housing or appraisal bias courses. After discussion, the Committee decided to meet again after hearing from The Appraisal Foundation which is sponsoring an education forum related to fair housing laws and valuation bias.

There being no further business or public comment, the meeting adjourned at 2:10 p.m.

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Richard Stuchell, Chair

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Demetrios Melis, Secretary

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VIRGINIA REAL ESTATE APPRAISER BOARD  
COMMITTEE MEETING

October 18, 2022

The Real Estate Appraiser Board Committee to discuss Continuing Education changes required by HB 284 held a meeting on Tuesday, October 18, 2022, at the Department of Professional and Occupational Regulation, Richmond, Virginia.

The following Members were present for the meeting:

Kelvin Bratton, Chair  
Richard Stuchell  
H. Glenn James  
Mark Chapin

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

Christine Martine, Executive Director  
Steve Kirschner, Deputy Director

Mr. Bratton called the meeting to order at 12:36 p.m.

The Committee reviewed the changes to continuing education which will be required as a result of HB 284. The Committee discussed the best way to implement the new requirement of a minimum of 2 hours of fair housing or appraisal bias courses. After discussion, the Committee decided to allow real estate appraiser licensees to use courses approved by the Real Estate Board in its fair housing category to meet the new requirement of 2 hours of fair housing or appraisal bias courses for license renewal. The Committee also decided to allow licensees to use any courses approved by the AQB to meet the new requirement.

The Committee directed staff to draft regulations to reflect the discussion and to also draft a letter to licensees informing them of the new requirement. The Committee requested that staff have these items ready for distribution, discussion and approval at the Real Estate Appraiser Board's next meeting.

There being no further business or public comment, the meeting adjourned at 1:24 p.m.

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Richard Stuchell, Chair

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Demetrios Melis, Secretary

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REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

October 18, 2022

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:

Rickey Stuchell, Chair  
Kelvin Bratton, Vice-Chair  
Mark Chapin  
H. Glenn James  
Heather Placer Mull  
Jean Gannon  
Todd Canterbury  
Boyd Allison

Board member Jason Inge was not present for the meeting.

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

Demetrios J. Melis, Director  
Kishore Thota, Chief Deputy Director  
Stephen Kirschner, Deputy Director  
Christine Martine, Executive Director  
Emily Trent, Administrative Coordinator

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

Mr. Stuchell called the meeting to order at 10:06 A.M.

**Call to Order**

A motion was made by Mr. Canterbury and seconded by Mr. Bratton to approve the agenda. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James, Mull and Stuchell.

**Approval of Agenda**

A motion was made by Mr. Bratton and seconded by Ms. Gannon to approve the amended June 29, 2022, Real Estate Appraiser Board minutes. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James, Mull and Stuchell.

**Approval of Minutes**

Ms. Martine welcomed and introduced new Board member

**New Board Member**

Boyd Allison.

There was no public comment.

In the matter of **File Number 2022-02572, Gabriel Ryan Riveras**, 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 officer. A motion was made by Ms. Gannon and seconded by Mr. Bratton to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Mr. Riveras' application for a Certified Residential Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James, Mull and Stuchell.

In the matter of **File Number 2022-01670, Christian Ramon Jackson**, the Board reviewed the Consent Order as seen and agreed to by Mr. Jackson. A motion was made by Ms. Gannon and seconded by Ms. Mull to accept the proposed Consent Order offer wherein Mr. Jackson admits to a violation of 18 VAC 130-20-180.M.4 (Count 1) of the Board's 2020 Regulations, and a violation of 18 VAC 130-20-180.M.5 (Count 2) of the Board's 2020 Regulations. There was no monetary penalty for the violation contained in Count 1, Jackson agrees to a monetary penalty of \$250.00 for the violation contained in Count 2, and \$150.00 in Board costs, for a total of \$400.00. The Board shall waive imposition of the \$250.00 fine for violation of Count 2 based on Jackson reporting the Maryland Consent Order to the Board less than 30 days after the required deadline. The motion passed unanimously. Members voting "Yes" were Allison, Canterbury, Chapin, Gannon, James, Mull and Stuchell.

As the reviewing Board member, Mr. Bratton was not present for the discussion or vote.

Mr. Stuchell recused himself from the meeting. The position of Chair transferred to Mr. Bratton.

## Introduction

## Public Comment

### File Number 2022-02572, Gabriel Ryan Riveras

### File Number 2022-01670, Christian Ramon Jackson

## Recusal of Board Member and Transfer of Chair

DRAFT AGENCY Materials considered in the agency's proposed topics for discussion and action. Not to be construed as regulation or official Board position.

In the matter of **File Number 2022-01386, James M. Hong**, 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. James M. Hong, respondent, was present and addressed the Board. A motion was made by Mr. Allison and seconded by Mr. James to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to find a violation of 18 VAC 130-20-180.H.1 (Count 1) of the Board's 2020 Regulations. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James and Mull. A motion was made by Mr. Canterbury and seconded by Ms. Mull to reconsider this matter. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James and Mull.

A motion was made by Ms. Mull and seconded by Mr. Canterbury to remand the case to Adjudication for another IFF to provide Hong the opportunity for any accommodations in regard to hearing impairment or the need for a language interpreter. The motion passed unanimously. Members voting "Yes" were Allison, Bratton, Canterbury, Chapin, Gannon, James and Mull.

As the presiding Board member, Mr. Stuchell was not present for the discussion or vote.

Mr. Stuchell returned to the meeting. Mr. Stuchell resumed position of Chair.

The Board recessed from 10:36 A.M. to 10:47 A.M.

Dave Bunton, President, The Appraisal Foundation, gave a presentation on PAREA, and answered questions from the Board.

The Board reviewed the Board financial statement as presented. No action was taken by the Board.

**File Number 2022-01386, James H. Hong**

**Return of Board Member and Transfer of Chair**

**Break**

**Administrative Issues**

Board members were provided a copy of 2023 Board meeting dates.

The Board discussed whether all complaint files need the appraiser's work file for review. The Board decided to follow its current process. No action was taken by the Board.

**New Business**

There being no further business, the meeting adjourned at 11:56 A.M.

**Adjourn**

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Rickey Stuchell, Chair

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Demetrios J. Melis, Secretary

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position.

**Department of Professional and Occupational Regulation  
Statement of Financial Activity**

**Real Estate Appraiser Board  
954610**

**2022-2024 Biennium**

**December 2022**

	December 2022 Activity	Biennium-to-Date Comparison	
		July 2020 - December 2020	July 2022 - December 2022
<b>Cash/Revenue Balance Brought Forward</b>			276,802
<b>Revenues</b>	19,848	130,420	(7,285)
<b>Cumulative Revenues</b>			269,517
<b>Cost Categories:</b>			
<b>Board Expenditures</b>	2,046	8,417	15,096
<b>Board Administration</b>	8,754	31,594	35,145
<b>Administration of Exams</b>	81	634	335
<b>Enforcement</b>	1,042	4,690	4,430
<b>Legal Services</b>	0	420	0
<b>Information Systems</b>	2,865	20,932	16,113
<b>Facilities and Support Services</b>	1,645	8,827	8,052
<b>Agency Administration</b>	5,152	14,488	23,831
<b>Other / Transfers</b>	0	0	0
<b>Total Expenses</b>	21,585	90,001	103,001
<b>Transfer To/(From) Cash Reserves</b>	0	0	(85,528)
<b>Ending Cash/Revenue Balance</b>			252,044

<b>Cash Reserve Beginning Balance</b>	241,669	0	327,197
<b>Change in Cash Reserve</b>	0	0	(85,528)
<b>Ending Cash Reserve Balance</b>	241,669	0	241,669

<b>Number of Regulators</b>	
Current Month	4,256
Previous Biennium-to-Date	4,084