


MINUTES
South Carolina Real Estate Appraisers Board Meeting
10:00 a.m., September 20, 2013
Synergy Business Park
110 Centerview Drive, Kingstree Building, Room 204
Columbia, South Carolina



Meeting Called to Order

Joel Norwood, Chairman, called the meeting of the Real Estate Appraisers Board to order at 10:00 a.m. Other members present for the meeting included: Rhonwen Newton, Vice Chairman, Jake Knight, Secretary, Michael Dodds, and Christopher Donato.

Mr. Norwood announced that the meeting was being held in accordance with §30-4-80 of the South Carolina Freedom of Information Act by notice mailed to all requesting persons, organizations, and news media. In addition, notice was posted on the bulletin boards at the main entrances to the Kingstree Building.

Staff members participating in the meeting included: Roderick Atkinson, Administrator; Wanda Cooke, Administrative Assistant; Laura Smith, Compliance Coordinator; Beau Tiller, Education Manager; Georgia Lewis, Advice Counsel; Erin Baldwin ; General Counsel; Christa Bell, and Tom Cullinan, Office of Investigations.

Pledge of Allegiance

All present recited the Pledge of Allegiance.

Approval of Excused Absences

Ann King and Drew Johnson were unable to attend the meeting today.

MOTION:

Ms. Newton made a motion to excuse these absences. Mr. Dodds seconded the motion, which carried unanimously.

Approval of Minutes – August 8, 2013 Meeting

MOTION:

Mr. Donato made a motion to approve the minutes from the August 8, 2013 meeting. Mr. Knight seconded the motion, which carried unanimously.

Chairman's Remarks – Joel Norwood

New Business

IRC Report

Erin Baldwin, Office of General Counsel, presented the Investigative Review Committee Report for September 16, 2013. Ms. Baldwin informed the Board that the Office of General Counsel had revisited every case that was pending in the Office of General Counsel. A total of 14 pending cases were revisited and, after careful review, five (5) of them resulted in a different outcome. This should result in a more focused Formal Complaint, Memorandum of Agreement and Consent Agreement, if one should be offered.

MOTION:

Mr. Donato made a motion to approve the revised IRC Report from September 16, 2013. Mr. Dodds seconded the motion, which carried unanimously.

Distance Education

Beau Tiller, Education Manager, presented the Board with a proposal to approve Qualifying Distance Education courses.

George Wise, Instructor, addressed the Board with his viewpoint on the benefits of online versus classroom instruction.

MOTION:

Ms. Newton made a motion to accept Qualifying Distance Education, effective January 1, 2015. Mr. Donato seconded the motion, which carried unanimously.

Mr. Knight advised the Board that we may meet some opposition when this new information is presented in the legislature, and the Board should be ready to respond. It was recommended that we put this information in the next board newsletter and the website.

The changes in the Statutes and Regulations were reviewed, as they relate to continuing education.

Fee Adjustment Proposal - Director Holly Pisarik

Ms. Pisarik addressed the Commission to discuss services offered and to propose fee adjustments. Topics covered included:

- Administrators and Staff Adjustments
 - Real Estate will be separated from Appraisers and Athletics. A new Administrator will be hired and staff will be dedicated to meet the needs of the Appraisers Board.
- Investigations
 - Three (3) new investigator positions will be added to the Office of Investigations and Enforcement (OIE) to assist in processing complaints within the new “cycle times” guidelines of 150 days or less.
 - All investigators will attend training, and will be required to obtain and maintain CLEAR certification.
 - Investigators will also attend industry specific training, if necessary.
 - Investigative Consultants will be used when necessary. Investigative Consultants will be asked to become more involved in the investigative review process and go on interviews with investigators, when necessary.
- Office of General Counsel
 - Three (3) new attorney positions will be added.
- Information Technology
 - The IT department will be working with Boards to add social media avenues. This would include adding a Facebook page for each Board. Topics of interest that are relevant to the industry will be added to be able to better communicate with the licensees.
 - Board websites are being revised in an effort to be more user friendly. Board Members and staff will be asked to test the new website prior to going live.
 - Several new security measures have been added to protect our licensees’ personal data.
 - Online applications and complaint forms will be added in the near future.
- Proposed Fee Adjustments
 - Ms. Pisarik informed the Board that LLR had conducted a financial analysis of all its Boards and Commissions to determine whether fees charged are sufficient, but not excessive, to cover the operating expenses of the Board. This analysis revealed that fees currently being charged by the Appraisers Board are adequate for daily operations of the Board. However, if fees are not raised in the near future, the Appraisers Board will be operating in the red within the next couple of years. Also in this equation is the added licensing of Appraisal Management Companies in 2015 that will add to the current revenue. However, this is a variable that we cannot predict. Therefore, the Appraisers Board is not being asked to take any action at this time, in regards to raising fees.

Question and Answer session ensued.

Board members expressed concerns regarding raising fees. Appraisers currently have some of the highest fees of all Boards and Commission in LLR. Since the Appraisers Board has been a “donor board” for many years, the Board was surprised that they are now facing a deficit within two (2) years. The Board asked that Ms. Pisarik conduct another study of the past 3 years to determine what direct and indirect expenditures have been. Ms. Pisarik will return at the November 2013 meeting, with this additional information.

No votes were taken in this matter.

MOTION:

Ms. Newton made a motion to take a brief recess. Mr. Donato seconded the motion, which carried unanimously.

The Board took a brief recess.

MOTION:

Mr. Donato made a motion to return to Open Session. Ms. Newton seconded the motion, which carried unanimously.

Unfinished Business

Approval of the Statute and Regulations

Changes in the Statutes were reviewed.

MOTION:

Mr. Donato made a motion to approve the changes to the Statutes. Mr. Dodds seconded the motion, which carried unanimously.

Changes in the Regulations were reviewed.

MOTION:

Mr. Donato made a motion to approve the changes in the Regulations. Mr. Knight seconded the motion, which carried unanimously.

Newsletter

Topics were discussed. Mr. Dodds is currently working on this and will have it ready for publication as soon as possible.

Adjournment

MOTION

Mr. Donato made a motion to adjourn. Mr. Knight seconded the motion, which carried unanimously. The September 20, 2013 meeting of the SC Board of Real Estate Appraisers adjourned at 12:30 p.m.