

MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Hagearty, Commissioner Rasmussen 2nd, and the motion carried unanimously to approve the minutes of the March 14, 2012 CT Real Estate Appraisal Commission meeting.

REQUESTING EQUIVALENT EDUCATION CREDIT

1. Diane Vitagliano, RCR – Requesting 18 hours continuing education credit for completed CCMA 1A & 1B courses
It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Ms. Vitagliano eighteen (18) hours equivalent education credit.

2. Richard Vitale, RCR – Requesting 18 hours continuing education credit for completed CCMA 1A & 1B courses
It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Mr. Vitale eighteen (18) hours equivalent education credit.

3. James Kyle, RCG – Requesting 10 hours continuing education credit for completed IAAO course: *Mass Appraisal of Residential Property*
It was moved by Commissioner Hagearty, Commissioner Rasmussen 2nd, and the motion carried unanimously to grant Mr. Kyle up to ten (10) hours equivalent education credit subject to verification of course attendance and materials by DCP staff.

4. Richard Seman, RCR – Requesting continuing education credit for CAAO courses completed
It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to grant Mr. Seman twelve (12) hours equivalent education credit.

It was moved by Commissioner Italia, Commissioner Hagearty 2nd, and the motion carried unanimously to add Eric Sutula to the agenda.

5. Eric Sutula – Requesting 7 hrs continuing education credit for the Appraisal Institute course: *‘Valuation Perspectives’*
It was moved by Commissioner Italia, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Mr. Sutula seven (7) hours equivalent education credit.

APPLICATIONS FOR APPROVAL

1. Ronald McInerney Jr. (present) - RCG applicant submitting samples for approval
It was moved by Commissioner Italia, Commissioner Hagearty 2nd, and the motion carried unanimously to table this matter until the May 9th meeting and request that Mr. McInerney provide a recent sample from March 2012 of a commercial property for review by the Commission. Mr. McInerney does not need to be present at the May 9th meeting.
2. Christopher LeGreca (present) – RCG applicant submitting samples for approval
It was moved by Commissioner Italia, Commissioner Rasmussen 2nd, and the motion carried unanimously to table this matter until the May 9th meeting and request that Mr. LeGreca provide a recent 2012 appraisal report that complies with USPAP or upgrade the samples he submitted today for review by the Commission. Mr. LeGreca does not need to be present at the May 9th meeting.
3. Stephen Cappelletti, RSP – Seeking either extension of license or to restart clock
It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to allow Mr. Cappelletti to file an application for a new Provisional License and he will have six (6) years to satisfy all the current requirements necessary for certification.

It was moved by Commissioner Italia, Commissioner Hagearty 2nd, and the motion carried to add Effie Tziavas to the agenda.

4. Effie Tziavas, RSP (present) – Seeking extension of license
It was moved by Commissioner Rasmussen, Commissioner Hagearty 2nd, and the motion carried to grant Ms. Tziavas a reinstatement of her provisional license and to allow a one year extension to April 30, 2013.

NEW BUSINESS

- John J. Leary, RCG.364 – Requesting continuing education credit for the Appraisal Institute class entitled: *Fundamentals of Separating Real Property, Personal Property, and Intangible Business Assets*, scheduled for April 19, 2012, to be applied toward the next CE cycle 2012-2014.
It was moved by Commissioner Italia, Commissioner Hawkins 2nd, and the motion carried unanimously to deny this request.
- Bernadette Farrell, RCG.950 – Seeking extension of the April 30, 2012 continuing education deadline to complete CE requirements.
It was moved by Commissioner Rasmussen, Commissioner Hagearty 2nd, and the motion carried unanimously to grant Ms. Farrell a six (6) month extension.

- Discussion: Appraisers no longer licensed, signing ‘edits’ to reports
The Commission discussed the issue of signing an appraisal report when one of the two appraisers drafting the report leaves the appraisal business before finalization of the report and where there has been an edit/change to the report.
The Commission felt the appraiser should make a ‘disclosure’ or ‘statement’ of any edits/changes made by either appraiser on the final report.
- Presentation from The Appraisal Subcommittee (ASC)
Policy Manager Jenny Tidwell, of the Appraisal Subcommittee (ASC), presented the Preliminary Findings of the ASC Compliance Review of Connecticut’s appraiser regulatory program.
Ms. Tidwell reported that the full audit, which was conducted April 9-10, 2012, determined that Connecticut’s program is in **substantial compliance** in all seven categories: (1) Application Process, (2) Education, (3) Enforcement, (4) National Registry, (5) Reciprocity, (6) Statutes, Regulations, Policies and Procedures and (7) Temporary Practice.

SCHOOL AND COURSE APPLICATIONS

American Society of Farm Managers and Rural Appraisers

Cost Approach for General Appraisers (A301)	18 hrs CE
Income Approach for General Appraisers, Part 1 (A303)	18 hrs CE
Cost Approach for General Appraisers – Online	30 hrs PL
Cost Approach for General Appraisers – Online	18 hrs CE

Appraisal Institute

2012–2013 15-Hour National USPAP Equivalent Course (on-line)	15 hrs PL
Appraising the Appraisal – Appraisal Review Residential	7 hrs CE
Basic Appraisal Principles	30 hrs PL

Career WebSchool

2012-2013 15-Hour Equivalent USPAP Course (on-line)	15 hrs PL
A URAR Form Review (on-line)	7 hrs CE
Basic Appraisal Procedures (on-line)	30 hrs PL

CT Association of Assessing Officers

The Review of Commercial/Industrial Real Estate Reports	(Tabled)	3 hrs CE
Affordable Housing & Multi-Family Properties Valuation Issues	(Tabled)	3 hrs CE

It was moved by Commissioner Rasmussen, Commissioner Italia 2nd, and the motion carried unanimously to table the two courses ‘The Review of Commercial/Industrial Real Estate Reports’ and ‘Affordable Housing & Multi-Family Properties Valuation issues’ until backup materials are received and that the other schools and courses indicated above are approved as marked.

ADJOURN

It was moved by Commissioner Rasmussen, Commissioner Hagearty 2nd, and the motion carried unanimously to adjourn the meeting at 10:40 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, May 9, 2012 at 8:30 a.m. – Room 126