



## **MEETING AGENDA**

Texas Appraiser Licensing & Certification Board  
Room 170, TALCB Headquarters Office  
Stephen F. Austin State Office Building  
1700 North Congress, Austin, Texas 78701

*Friday, May 17, 2013, 10:00 a.m.*

### **CALL TO ORDER**

1. Call to order and pledges of allegiance
2. Roll call and discussion and possible action to excuse Board member absences, if any

### **APPOINTMENTS**

3. Discussion and possible action regarding appointment of Diana Jacob as a Mentor

### **OFFICIAL RECORD**

4. Ratification of the Secretary of the Board's approval of the official record of the February 15, 2013, Board meeting

### **PUBLIC COMMENTS**

5. Comments from members of the public regarding non-agenda items

### **ENFORCEMENT MATTERS**

6. Executive session to receive advice of counsel pursuant to Texas Government Code §551.071
7. Discussion and possible action to approve agreed final orders and surrenders in the matter of:
  - a. Complaint #09-083 (Jeffrey Lee Hoelscher, TX-1335416-R)
  - b. Complaint #10-349 (Jose Luis Aguilar, TX-1334753-L)
  - c. Complaint #12-292 (John E. Maher, TX-1338562-R)
  - d. Complaint #13-068 (Robert Kennedy Arnold, TX-1324236-R)
  - e. Complaint #13-077 (Kerry Dane Osborne, TX-1334585-L)
  - f. Complaint #10-309 (Diana Frances Bratton, TX-1324411-R)
  - g. Complaint #11-410 (Richard Allen Merrill, TX-1325278-R)



- h. Complaint #12-102 (Michael Joseph Kalil, TX-1323436-R)
  - i. Complaint #s11-276 & 11-247 (Carolyn Marie Moody, TX-1324186-G)
  - j. Complaint #s12-231 & 13-090 (Pamela F. Newkirk, TX-1333126-R)
  - k. Complaint #s12-169 & 09-119 (Brad K. Harris, TX-1323199-G)
  - l. Complaint #s12-222, 12-303 & 12-311 (Nicholas Angelo Pavle, TX-1336375-R)
  - m. Complaint #11-336 (Timothy Keith Lugeanbeal, TX-1332250-R)
  - n. Complaint #13-118 (Joshua Shae Hatfield, TX-1338755-R)
  - o. Complaint #s13-120 & 13-169 (Freda Gail Maynard, TX-1334602-R)
  - p. Complaint #10-288 (Gregory Ozaeta, TX-1333912-R)
  - q. Complaint #11-419 (Richard Thomas Jones, TX-1331973-R)
  - r. Complaint #12-183 (Barry William Johnson, TX-1332156-R)
  - s. Complaint #13-022 (Blake Taylor Stratton, TX-1337605-R)
  - t. Complaint #13-047 (Richard Leo Dockery, TX-1322548-G)
  - u. Complaint #13-092 (Eric Lane Clanton, TX-1337041-R)
  - v. Complaint #13-073 (David Louis Smedley, TX-2878)
  - w. (Ndubuisi Alfred Ukandu, TX-1335302-L)
8. Discussion and possible action to approve modifications of Board orders in the matter of:
    - a. Complaint #s05-089 & 07-030 (Joshua Stone Baugher, TX-1331720-L)
    - b. Complaint #09-168 (Steven Dale Brooks, TX-1321893-R)
  9. Discussion and possible action on proposal for decision from the State Office of Administrative Hearings in the matter of SOAH Docket #329-12-7842.ALC (Tom M. Curran, TX-1321290-R)

### **COMMITTEE REPORTS**

10. Report by Executive Committee
11. Report by Budget/Finance Committee
12. Report by Enforcement Committee
13. Report by AMC Advisory Committee

### **STAFF REPORTS**

14. Staff reports by Commissioner, Deputy Commissioner, and Division Directors, which may include reports on processes, monthly activities and statistical data for communications, licensing, education, information technology, staff services, and enforcement; current topics related to regulation of real estate appraisers; discussion of topics raised by monthly reports; introduction of new employees; and questions by Board members to staff regarding issues raised by the staff reports

**RULES FOR POSSIBLE ADOPTION**

15. Discussion and possible action to adopt amendments to 22 TAC §153.24 concerning Complaint Processing
16. Discussion and possible action to adopt amendments to 22 TAC §153.21 concerning Appraiser Trainees and Sponsors

**RULES FOR POSSIBLE PROPOSAL**

17. Discussion and possible action to propose amendments to 22 TAC §153.20 concerning Guidelines for Revocation, Suspension, Denial of Licensure or Certification; Probationary Licensure
18. Discussion and possible action to propose new 22 TAC Chapter 157, Subchapter E, Alternative Dispute Resolution as follows:
  - a. §157.30, Alternative Dispute Resolution
  - b. §157.31, Informal Conference
  - c. §157.32, Negotiated Settlement
  - d. §157.33, Mediation
  - e. §157.36, Stipulations
  - f. §157.37, Agreements
  - g. §157.38, Confidentiality
19. Discussion and possible action to propose amendments to 22 TAC §159.159 concerning Disclosure of Registration Number
20. Discussion and possible action to propose amendments to 22 TAC §159.109 concerning Inactive Status
21. Discussion and possible action to propose amendments to 22 TAC §159.155 concerning Periodic Review of Appraisals

**PENDING BUSINESS**

22. Discussion and possible action on recommendations from the Executive Committee
  - a. regarding approval of a policy on Board meeting decorum
  - b. regarding responsibilities of the TALCB liaison to the Texas Real Estate Commission
  - c. regarding use of the Commission's evaluation form for input on Commissioner's job performance
  - d. regarding a system or procedure to track staff implementation of Board directives
23. Discussion and possible action on recommendations from the Budget/Finance Committee regarding the FY2014 TALCB draft budget



24. Discussion and possible action to issue policy guidelines regarding AMC's required periodic review of appraisals
25. Discussion and possible action on recommendations from the Enforcement Committee:
  - a. regarding guidelines for compliance matters for Board Final Orders
  - b. regarding approval of revised Complaint Intake Form
26. Discussion regarding jurisdictional exception under 22 TAC §155.1

#### **NEW BUSINESS**

27. Discussion and possible action to approve the following revised forms:
  - a. Renewal of Appraiser Trainee Approval
  - b. Renewal of Appraiser License
  - c. Renewal of Appraiser Certification
  - d. Application for Approval as an Appraiser Trainee
  - e. Addition or Termination of Appraiser Trainee Sponsorship
28. Discussion and possible action to approve a new paper form for an AMC to add or terminate an appraiser on the AMC's panel
29. Discussion regarding legislative matters

#### **OTHER BUSINESS**

30. Request for new business agenda items
31. Discussion and possible action to schedule future meeting dates
32. Adjourn

**The Texas Appraiser Licensing and Certification Board may meet with its attorney in executive session on any item listed above as authorized by the Texas Open Meetings Act, Tex. Gov't Code, §551.071.**