

# TALCB Approved Mentor List 2015-2016

**Bobby Crisp**

Market Area(s): Counties of Bexar,  
Guadalupe, Comal, Wilson and Kendall  
(210) 651-3291  
[crispappraisal@gmail.com](mailto:crispappraisal@gmail.com)

**Dane Sever**

Market Area(s): Greater Houston  
(281) 923-3263  
[danesever@att.net](mailto:danesever@att.net)

**Deloris Kraft-Longoria**

Market Area(s): Central Texas (San Antonio  
to Austin)  
(210) 573-8245  
[lonestarvaluation@satx.rr.com](mailto:lonestarvaluation@satx.rr.com)

**Gregory Robert Reynolds**

Market Area(s): Dallas/Fort Worth  
(214) 572-2530  
[reynolds.gr@gmail.com](mailto:reynolds.gr@gmail.com)

**Gregory Stephens**

Market Area(s): Dallas/Fort Worth  
(214) 500-4742  
[gstephens@metrowestappr.com](mailto:gstephens@metrowestappr.com)

**James (Tony) Pistilli**

Market Area(s): Dallas/Fort Worth  
(763) 228-1867  
[tonypistilli@yahoo.com](mailto:tonypistilli@yahoo.com)

**James Melvin Synatzske**

Market Area(s): Texas  
(254) 965-5914  
[1jasyn@embarqmail.com](mailto:1jasyn@embarqmail.com)

**Jim Pearson**

Market Area(s): Depends upon Assignment  
(214) 533-2787  
[jim@pearsonappraisal.com](mailto:jim@pearsonappraisal.com)

**John H. Dorie**

Market Area(s): Texas  
(214) 668-7154  
[metroplexappraiser@hotmail.com](mailto:metroplexappraiser@hotmail.com)

**Mark Loftus**

Market Area(s): Texas  
(512) 554-3866  
[mloftus@appraiserconsult.com](mailto:mloftus@appraiserconsult.com)

**Pamela K. Teel**

Market Area(s): Texas  
(361) 438-9053  
[p.teel.appraiser@gmail.com](mailto:p.teel.appraiser@gmail.com)

**Paul Hornsby**

Market Area(s): Texas  
(512) 477-6311  
[paul@paulhornsbyandco.com](mailto:paul@paulhornsbyandco.com)

**CERTIFICATION OF COMPLETION OF MENTORSHIP**

I hereby certify to the Texas Appraiser Licensing and Certification Board that during the time period of \_\_\_\_\_ to \_\_\_\_\_, I conducted a total of \_\_\_\_\_ hour(s), of either in-person or videoconference meetings with \_\_\_\_\_ (“Appraiser”). During each of these mentorship meetings I discussed the Uniform Standards of Professional Appraisal Practice, real estate appraisal practices, skills, methods, techniques, processes or other germane material with the Appraiser in an effort to improve this individual’s skills as a real estate appraiser. The Appraiser was interactive and collaborative with me in our common goal to improve this individual’s skills as a real estate appraiser.

\_\_\_\_\_  
NAME (PRINT)

\_\_\_\_\_  
SIGNATURE

DATE: \_\_\_\_\_

# **GUIDELINES FOR TEXAS APPRAISER LICENSING AND CERTIFICATION BOARD MENTORS AND MENTEES**

The Texas Appraiser Licensing and Certification Board (the “TALCB” or “Board”) has instituted the approval of Mentors to provide tutorial/education sessions to appraisers credentialed or seeking a credential in the State of Texas. The Guidelines for Texas Appraiser Licensing and Certification Board Mentors and Mentees (the “Guidelines”) provide the requirements within which the mentorship program shall be conducted.

## **Purpose of the Mentorship Program:**

The purpose of the mentorship program is to assist appraisers in improving their competency through:

- Heightened awareness of, understanding, and correct use of those recognized methods and techniques that are necessary to produce a credible appraisal; and
- Increased familiarity and understanding of the relationship between the application of the appraisal process and the Uniform Standards of Professional Appraisal Practice (and laws and regulations of the State of Texas).

## **Responsibilities of Mentor:**

The Mentor represents a key remedial measure component of the TALCB’s process to ensure appraiser competency.

The Mentor must be able to work one-on-one with appraisers needing remedial training/education. The Mentor is expected to:

- Review the relevant Final Order, Agreed Order, or contingent dismissal agreement, investigator’s report or samples of the Mentee’s work product and work files and develop a plan to address the identified deficiencies, prior to the first mentoring session;
- Communicate effectively with the appraiser; and
- Control the mentoring process to assure educational goals are met.

## **Responsibilities of Mentee:**

The Mentee’s role is to work to improve appraiser competency in identified areas. The mentoring session(s) require the active participation of the Mentee.

The Mentee must be willing to work one-on-one with the Mentor providing remedial training/education. The Mentee is expected to:

- Communicate effectively with the Mentor, engage in open and frank discussion of the Mentee’s work product;
- Actively participate in each session;
- Review the Mentee’s appraisal report(s) and/or workfile(s);
- Demonstrate recognized appraisal methodology and/or techniques as required to improve Mentee’s appraisal practice; and
- Refer to additional resources beyond the mentoring session(s).

# **GUIDELINES FOR TEXAS APPRAISER LICENSING AND CERTIFICATION BOARD MENTORS AND MENTEES**

## **Administration of the Mentorship Process:**

Neither the Mentors nor Mentees are employees, agents or contractors of the TALCB. The Board makes no representations, warranties or guaranties regarding the mentorship or tutorial/educational sessions and expressly disclaims any liability arising from the mentorship or tutorial process. It is the sole responsibility of the Mentor and Mentee to determine the appropriateness of the mentoring session(s) to correct appraisal practice deficiencies.

The Mentor and Mentee are responsible for completing and submitting their respective documentation within required timeframes.

## **The Mentoring Process:**

Mentoring is a required remedial measure as a result of a complaint resolution from a Final Order, an Agreed Order or contingent dismissal agreement.

The Mentee is provided a list of Mentors approved by the Board.

The Mentee contacts the Mentor and they reach a mutual agreement as to the terms of the mentorship process, including dates, location and fees.

The location of the mentorship session(s) must be in a public and safe location, offer an environment conducive to the education process and provide sufficient privacy to allow frank and candid discussion of relevant issues. Videoconferencing mentorship sessions are also permitted, but not teleconferencing.

Either participant may terminate the mentoring session at any time and for any reason. Termination does not relieve the Mentee of the mentorship obligation and it is the Mentee's sole responsibility to find a replacement Mentor.

At the inception of the mentoring session, the Mentor and Mentee will review the terms of the mentoring session and sign any agreement(s) required by these guidelines.

It is the Mentee's sole responsibility to ensure delivery of the signed certification documenting the successful completion of the mentoring process to the Board. The certification, documenting successful completion of the mentoring process, must be signed by the Mentor and delivered within seven (7) days of completion or, if specified, delivered according to the terms of the Final Order, Agreed Order or contingent dismissal agreement.

At the discretion of the Board, the Mentor may be required to provide further documentation as to the topics covered and the outcome of any mentoring session(s).

# GUIDELINES FOR TEXAS APPRAISER LICENSING AND CERTIFICATION BOARD MENTORS AND MENTEES

## Qualifications of Mentor:

The Board approves Mentors following review of a filed application. The minimum requirements to act as a Board-approved mentor include:

- 10+ years as a Texas certified residential or certified general appraiser
- In good standing in Texas and any other state(s) of licensure/certification, with no disciplinary history
- Certification as a USPAP instructor; OR hold a recognizable appraiser designation and are approved to teach courses to obtain that designation
- Willing and able to perform a minimum of 32 hours a year of in-person mentorship sessions

## Steps to Become/Remain a Mentor:

Complete and submit a Mentor application;  
Approval by the Board;  
Participate in prescribed Mentor training; and  
Conduct mentoring sessions according to TALCB guidelines.

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We hereby agree and acknowledge that we have reviewed and will comply with the Guidelines.

\_\_\_\_\_  
**SIGNATURE OF MENTOR**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**NAME (PRINT)**

\_\_\_\_\_  
**SIGNATURE OF MENTEE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**NAME (PRINT)**