



# IDFPR

## Illinois Department of Financial and Professional Regulation

Division of Real Estate

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**JB PRITZKER**  
Governor

**MARIO TRETO, JR.**  
Secretary

**LAURIE MURPHY**  
Director

### Illinois Department of Financial & Professional Regulation Division of Real Estate Real Estate Appraisal Administration and Disciplinary Board ("The Real Estate Appraisal Board")

#### Open Minutes

Date: April 12, 2022

Call to Order: 10:02 a.m. – Patricia McGarr – Chairperson

Location: Illinois Department of Financial and Professional Regulation (IDFPR)/Division of Real Estate (DRE) Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster.

Board Members Present: Doug Anderson, Sara Chambers, Gail Lissner, Cecelia Marlow, Patricia McGarr, John McMahon, Katie McNally, Jonathan Michie, Mike Morris, Ken Mrozek, Brian Weaver (Non-Voting)

Board Member Not Present: Katie McNally

Staff Members Present: Gabriela Nicolau – General Counsel’s Office, Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Sheilah O’Grady Krajniak – Prosecutions staff attorney, Elliot Dubin – Prosecutions staff attorney, Jeremy Reed - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Hector Rodriguez – Chief of Investigations, Mary Crocker – Appraisal Education, Donielle Walters – Policy Manager, Debra Malinowski – Real Estate Administration and Disciplinary Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blaydes, Craig Capilla, Ron DeVries, Scott Dibiasio, Lee Lansford, TJ McCarthy, Randy Neff, Maureen Sweeney, Sarah Walsh, Edward Williams

	<b>Discussion</b>	<b>Action</b>
<b>Call to Order</b>	<p>Chairperson Pat McGarr called the meeting to order and read a mandatory statement regarding the Open Meetings Act.</p> <p><i>This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster. All votes will be conducted by roll call, so each member's vote on each issue can be identified and recorded.</i></p> <p>Attendance Taken:  Doug Anderson - present  Sara Chambers - present  Gail Lissner - present  Cecelia Marlow - present  Patricia McGarr - present  John McMahan - present  Jonathan Michie - present  Mike Morris - present  Ken Mrozek - present</p>	The meeting was called to order at 10:02 a.m.
<b>Review and Approval of Board Minutes</b>	The Board reviewed the Open Minutes from the March 8, 2022, Appraisal Board meeting.	

	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahon - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Morris and seconded by Mrozek to approve the Open Minutes as presented from the March 8, 2022, Appraisal Board meeting. The motion carried by roll call vote.</p>
<p><b>Public Comments</b></p>	<p>Herb Meyer, immediate past president of ICAP, asked about the status of the Appraisal Rules and if the Board had any comments regarding the PAVE task force. Brian Weaver explained the Department is working on the Rules at this time.</p> <p>There was discussion regarding whether the three-hour Illinois Supervisor Trainee course will sunset within the Rules. Brian Weaver indicated that this would be the case.</p> <p>Edward Williams asked when the Board will meet in person again. Adrienne Levatino responded that the Board will meet in person when there is no longer a Disaster Declaration.</p>	
<p><b>Licensing and Education Report</b></p>	<p>The License Report for activity conducted in March 2022 was presented and discussed. A copy of the report is attached to and made a part of these minutes.</p> <p>Jeremy Reed commented that our division is in the middle of the real estate broker renewal at this time. Mr. Reed explained this is the first broker renewal in which we are utilizing the online licensing system for a renewal.</p> <p>Mr. Reed explained we are working with the ASC to get the annual registry back up for 2022.</p>	

	<p>Jeremy Reed thanked Mary Crocker once again for her hard work.</p> <p>Susan Sigourney mentioned, since the last Board meeting, the following have been approved:  3 Education Courses,  6 log audits,  2 Out of State CE request,  0 Non-Student Activity  2 Endorsement Applications  8 Application Reviews</p>	
<b>Investigations Report</b>	<p>The 2022 Investigations Report through the month of March 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p> <p>Hector Rodriguez informed the Board most of his staff are still working remotely at this time.</p>	
<b>Prosecutions Report</b>	<p>The 2022 Prosecutions Report through the month of March 2022 was presented and distributed. A copy of this report is attached to and made a part of these minutes.</p>	
<b>Formal Hearing Schedule</b>	<p>There are no Formal Hearings scheduled</p>	
<b>Education Course Approval</b>	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahon - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Mrozek and seconded by McMahon to recommend approval of the three Appraisal education courses reviewed by a Board member and presented by Susan Sigourney. The motion carried by roll call vote.</p>

	<p>Courses reviewed and approved by Ken Mrozek:</p> <p>McKissock (CE) Land and Site Valuation – Live Webinar, 5 hours</p> <p>McKissock (CE) Measuring 1-4 Unit Residential Properties – With ANSI Z765 Standard, 4 hours</p> <p>Course reviewed and approved by Doug Anderson:</p> <p>Iowa Chapter of the Appraisal Institute (CE) 2020-2022 7 Hour USPAP Update, 7 hours</p>	
<b>Old Business</b>	There was no old business discussed.	
<b>New Business</b>	There was no new business discussed.	
<b>Motion to go into Closed Session</b>	<p>Roll Call Vote Taken:</p> <p>Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahon - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Lissner and seconded by Morris to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:15 a.m. The motion carried by roll call vote.</p>
<b>Closed Session:</b>	<p>The March 8, 2022, closed minutes were reviewed by the Board.</p> <p>The Board deliberated on pending enforcement actions.</p>	

<p><b>Motion to go into Open Session</b></p>	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahan - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Mrozek and seconded by Lissner to go into Open Session at 11:59 a.m. The motion carried by roll call vote.</p>
<p><b>Approval of March 8, 2022, Closed Minutes</b></p>	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahan - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Chambers and seconded by Lissner to approve the Appraisal Board Closed Minutes from March 8, 2022. The motion carried by roll call vote.</p>
<p><b>Recommendations</b></p>	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner - yes  Cecelia Marlow - yes  Patricia McGarr - yes  John McMahan - yes  Jonathan Michie - yes  Mike Morris - yes  Ken Mrozek - yes</p>	<p>A motion was made by Mrozek seconded by Lissner to ratify the Board’s actions taken in Closed Session which includes Jonathan Michie authorizing his electronic signature on the orders presented in Closed Session. The motion carried by roll call vote.</p>
<p><b>Orders</b></p>	<p>There were two Consent to Administrative Supervision Orders reviewed and discussed in closed session.</p>	<p>The Board signed 2 Consent to Administrative Supervision Orders.</p>

<p><b>The Board signed Findings of Fact, Conclusions of Law and Recommendation to the Director</b></p>	<p>There was 1 case for deliberation.</p> <p>IDFPR v. James Denny #2020-1243</p> <p>Board Member, John McMahon’s notes regarding the Denny case: The intended use is not clearly indicated. The appraisal lacked the necessary elements required under the scope of work rule. The extraordinary assumption is incorrectly used. The appraiser failed to adequately describe and provide supporting market data for the subject’s neighborhood market conditions. The appraisal contained errors which collectively impacted the credibility of the appraisal. USPAP violations include: Standards 1-1 C, Standards 1-2 B, Standards 1-2 F, Standards 2-1 C. These factors support a decision to deny the upgrade as there are several USPAP violations the report failed to meet.</p> <p>The Board recommends not concurring with the ALJ and denying the application for upgrade.</p>	<p>There was a consensus of the Board to effectively grant the motion to strike paragraph 2 of the motion to disqualify.</p> <p>There was a consensus of the Board to deny the motion to disqualify, filed by the applicant’s counsel, and therefore the Board may, as a body, including member Chambers, deliberate the Case-In-Chief which arose from an attempt to deny the license application of Mr. Denny.</p> <p>The Board recommends not concurring with the ALJ’s recommendation and deny the application to upgrade. The Board contravened the ALJ’s recommendation.</p>
<p><b>Adjournment</b></p>	<p>Roll Call Vote Taken: Doug Anderson - yes Sara Chambers - yes Gail Lissner - yes Cecelia Marlow - yes Patricia McGarr - yes John McMahon - yes Jonathan Michie - yes Mike Morris - yes Ken Mrozek - yes</p> <p>The next meeting is scheduled for May 10, 2022.</p>	<p>A motion was made by Anderson and seconded by Michie to adjourn the meeting at 12:03 p.m. The motion carried by roll call vote.</p>

# Licensing Report

April 2022

Prepared by Jeremy N Reed

**Filtered By**

- Board = APPRAISAL
- START DATE = 04/01/2022
- END DATE = 04/30/2022

5/4/2022 at 12:39:35 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	2	7	0	5	1,338
555	Licensed Appraiser Education Provider	0	0	0	0	0	20
556	Certified Residential Real Estate Appraiser	0	2	5	0	2	1,797
557	Associate Real Estate Trainee Appraiser	2	16	19	0	3	386
558	Appraisal Management Company	0	3	1	0	0	160
572	Temporary Practice Real Estate Appraiser	0	3	2	0	0	50
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	120
575	Licensed Appraiser CE Course	0	11	6	0	0	405
<b>Totals</b>		2	37	40	0	10	4,276

Illinois Real Estate Appraiser Program(ILRAP)

Test Program: Certified General Appraiser Examination - AC

Exam Type: Certified General Appraiser Examination - AC

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	5	3	60.0%	2	40.0%	1	16.7%	6
Repeater	4	1	25.0%	3	75.0%	0	0.0%	4
Total	9	4	44.4%	5	55.6%	1	10.0%	10

Test Program: Certified Residential Appraiser Examination - AR

Exam Type: Certified Residential Appraiser Examination - AR

	Total Tested	Pass	%	Fail	%	Absent	%	Total
First Time	10	7	70.0%	3	30.0%	1	9.1%	11
Repeater	8	1	12.5%	7	87.5%	1	11.1%	9
Total	18	8	44.4%	10	55.6%	2	10.0%	20





