

**REAL ESTATE APPRAISERS BOARD
VIRTUAL TELECONFERENCE MEETING MINUTES
MAY 5, 2016**

PRESENT: Scott Brunner (*via GoToMeeting*), Jennifer Coates (*via GoToMeeting*), Thomas Kneesel (*via GoToMeeting*), Steven Miner (*via GoToMeeting, joined the meeting at 10:07 a.m.*), Lawrence Nicholson (*via GoToMeeting*)

EXCUSED: Carl Clementi, Henry Simon

STAFF: Tom Ryan - Executive Director; Nilajah Hardin - Bureau Assistant, and other DSPS Staff

CALL TO ORDER

Lawrence Nicholson, Chair, called the meeting to order at 9:32 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda:

- *Remove Item Q. Board Member Training Presentation*

MOTION: Scott Brunner moved, seconded by Thomas Kneesel, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Thomas Kneesel moved, seconded by Jennifer Coates, to approve the minutes of February 10, 2016 as published. Motion carried unanimously.

The May 1st Board Member Term Expiration Dates were confirmed.

CLOSED SESSION

MOTION: Scott Brunner moved, seconded by Thomas Kneesel, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Scott Brunner – yes; Jennifer Coates – yes; Thomas Kneesel – yes; Lawrence Nicholson – yes. Motion carried unanimously.

The Board convened into Closed Session at 9:50 a.m.

RECONVENE TO OPEN SESSION

MOTION: Jennifer Coates moved, seconded by Steven Miner, to reconvene in Open Session at 10:31 a.m. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,
IF VOTING IS APPROPRIATE**

MOTION: Scott Brunner moved, seconded by Jennifer Coates, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

MOTION: Jennifer Coates moved, seconded by Thomas Kneesel, to issue an Administrative Warning in the following matters:

1. 15 APP 001 and 15 APP 003 – W.C.M.
2. 15 APP 036 – D.M.B.
3. 15 APP 042 – P.R.E.

Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

MOTION: Jennifer Coates moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the following matters:

1. 14 APP 058 - Joshua L. Posthuma
2. 14 APP 063 – Robert E. Sherman
3. 14 APP 070 – Michael T. Fisher
4. 15 APP 011 – John M. Guarisco
5. 15 APP 018 – Diane L. Blomfelt
6. 15 APP 021 – Amy J. Battle
7. 15 APP 021 – James R. Boneham

Motion carried unanimously.

Steven Miner joined the meeting at 10:07 a.m.

15 APP 007 – Lucas T. Schreiber

MOTION: Steven Miner moved, seconded by Scott Brunner, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of Lucas T. Schreiber, DLSC case number 15 APP 007. Motion carried unanimously.

Case Closings

16 APP 004 – P.J.D.

MOTION: Jennifer Coates moved, seconded by Scott Brunner, to close case 16 APP 004, against Peter J. Didier, for Prosecutorial Discretion (P7). Motion carried unanimously.

Monitoring***Mark Snoda – Requesting Full Licensure***

MOTION: Jennifer Coates moved, seconded by Thomas Kneesel, to deny the request of Mark Snoda for full licensure. **Reason for Denial:** Respondent must comply with the terms of the Order (11/13/2013), and must provide proof of successfully completing the required Continuing Education (CE) for the biennium ending December 14, 2015. (Respondent has provided proof of completion of only 21 hours of CE rather than the required 28 total hours). After completion of the remaining hours, Respondent may submit a new petition to the Board. The CE provided to comply with the Order may NOT be used for the current biennium ending December 14, 2017. Motion carried unanimously.

PROPOSED FINAL DECISION(S) AND ORDER(S)**Kelly McNamara, Respondent (DHA Case # SPS-16-0010)(DLSC Case # 15 APP 037)**

MOTION: Scott Brunner moved, seconded by Jennifer Coates, to delegate to Michael J. Berndt, Department Chief Legal Counsel, the Board's authority to preside over and resolve disciplinary matter of Kelly McNamara, Respondent (DHA Case # SPS-16-0010)(DLSC Case # 15 APP 037). Motion carried. Recused: Lawrence Nicholson

(Lawrence Nicholson recused himself for deliberation, and voting in the matter concerning Kelly McNamara, Respondent (DHA Case # SPS-16-0010)(DLSC Case # 15 APP 037).)

MOTION: Steven Miner moved, seconded by Scott Brunner, to delegate signature authority to the Department Staff for all matters on today's agenda. Motion carried unanimously.

ADJOURNMENT

MOTION: Jennifer Coates moved, seconded by Steven Miner, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:35 a.m.