



## State of Idaho

### Division of Occupational and Professional Licenses Idaho Board of Real Estate Appraisers

**BRAD LITTLE**  
Governor  
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Administrator

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#### Minutes of 04/07/2025

<b>Board Members</b>	Eric Brinton, Chair	<b>Division Staff</b>	MiChell Bird, Executive Officer
<b>Present:</b>	Jody Graham, Vice-Chair	<b>Present:</b>	Gus Tate, Legal Counsel
	Brent Stanger		Ryan Allstott, Licensing Supr.
	Jason Stewart		Amanda Lee, Board Support Spec.
	Mary May		Angie Hamilton, Human Resources

This meeting was called to order at 9:07 AM (MT) by Chair Eric Brinton.

**APPROVAL OF MINUTES:** A motion was made and seconded to approve the 02/03/2025 meeting minutes. The motion carried unanimously.

#### DIVISION BUSINESS

**Respectful Workplace Training:** Human Resource Specialist Angie Hamilton presented the Respectful Workplace Board Training.

**Strategic Plan:** Executive Officer (EO) MiChell Bird reviewed the Division's Strategic Plan for 2025-2028, highlighting the Division's goals for consumer protection and public safety, right touch regulation, quality customer service, balanced and fair regulation, integrity, and respect.

**Financial Report:** The Second Quarter Fiscal Year 2025 Financial Report was provided. EO Bird discussed the Board's cash balance percentage in relation to House Bill (HB)724 from the 2024 legislative session, requiring all Boards' cash balance to stay within the range of 100% - 125% compared to their expenditures.

**2 Year License Renewal Cycle:** With the exception of Appraisal Management Companies (AMC), the Board will proceed with a rollout plan for the 2-year renewal cycles outlined in HB505 from the 2024 legislative session. The plan will be communicated to the Board and all licensees. AMC licenses will remain on the 1-year renewal cycle. Education requirements will be discussed at future meetings.

**New Survey:** The Board Member Evaluation Survey has been updated for Board Members to complete. This supports DOPL in maintaining steady progress toward fulfilling the board's mission and strategic goals.

## **BOARD BUSINESS**

**Complaint Report:** From July 1, 2024, to current, the Investigations Team has received three AMC and five real estate appraiser complaints. Of the eight complaints, two are currently with a pro-reviewer.

**Data Collection:** Board Member Jason Stewart discussed creating a pathway for data collection licensure as a way for the Board to ensure public and consumer safety as Real Estate Appraisers are utilizing third party data collectors who are unregulated by the state to complete this portion of the appraisal process. Data collection of short-term rentals was also discussed due to industry confusion on legal ability to perform said task. Further discussion of both topics will be held at future meetings.

**Public Comment:** There was no public comment.

## **EXECUTIVE SESSION – APPLICATION(S) & DISCIPLINE**

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chairman Brinton-Aye, Vice Chair Graham-Aye, Board Member Stanger-Aye, Board Member May-Aye and Board Member Stewart-Aye. The motion carried unanimously.

A motion was made and seconded to leave executive session. The motion carried unanimously.

## **MOTION(S) RESULTING FROM THE EXECUTIVE SESSION**

**Motion re: Application:** A motion was made and seconded to approve applications 1473315, 1586742, and 1551584 pending additional information to be reviewed by a member of the Board. The motion carried unanimously.

A motion was made and seconded to table applications 1518712 and 1566967 pending receipt of further information to be reviewed by the Board. The motion carried unanimously.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 1:17 PM