



Department of Commerce

Division of Real Estate

REAL ESTATE APPRAISER LICENSING AND CERTIFICATION BOARD **DRAFT** MEETING MINUTES

JUNE 24, 2026, 9:00 AM

Board Members in Attendance:

- Kris Poulson, Chair
- Jared Preisler, Vice Chair
- Christopher Hansen
- Ron Jensen
- Steve Davidson
- Rich Sloan

Alternate Board Members in Attendance:

- Joel Frost

Board Members Absent:

- Michael Brumble

MEETING MINUTES

1. Call to Order

- The meeting was called to order by Chair Poulson.

2. Chair's Clarification on Alternate Member Role

- Prior to formal agenda items, Chair Poulson clarified a procedural error from the previous week's meeting regarding the participation of Alternate Member Frost.
- Chair Poulson noted that by statute, an alternate is officially added to the Board for a meeting only if their presence is required to achieve a quorum.
- Chair Poulson noted that the single vote taken during that prior meeting was unanimous, ensuring no structural issues occurred.

3. Review and Approval of Previous Minutes

- Vice Chair Preisler moved to amend the minutes of the May 27, 2026, meeting to reflect that the meeting was opened to public comment (which was then closed due to no participation) and to correctly reflect the attendance for Alternate Member Frost.
- The motion passed unanimously. The minutes were approved, as amended.

4. Public Comment

- The Board opened the floor for public comment.
- Allison Nespor, Program Manager with the Appraisal Subcommittee, asked for guidance on when to address the Board. Director Veillette indicated they would be introduced during her report.
- Hearing no other requests, the public comment period was officially closed.

5. Division Section Reports

- **Director's Report (Leigh Veillette):**
 - **Appraisal Subcommittee (ASC) Visit:** Director Veillette introduced Program Managers Allison Nespor and Maria Brown from the ASC, who were on-site to conduct the biennial compliance review of Utah's state appraiser and appraisal management company regulatory programs.
 - **ASC Presentation:** Ms. Nespor provided an overview of the ASC, noting it is a small federal agency composed of 14 staff members tasked with state oversight under Title XI of FIRREA. She highlighted that the "Road to Housing Act" was expected to pass, expanding their board. The ongoing review in Utah analyzes registration, enforcement, and discipline compliance. A preliminary non-public report will be issued, giving the state 60 days to respond before a finalized public report and rating are issued. Ms. Nespor also flagged that the Appraiser Qualifications Board (AQB) issued a second exposure draft of proposed criteria with a short comment window closing on July 27th.
 - **Board Member Transitions:** This meeting marked the final session for Board Member Sloan, whose term concludes July 1st. The Board and Director extended deep appreciation for his service. Incoming Board Member Davidson was formally sworn in via a verbal oath of office administered by Director Veillette. His official active board service begins at the July meeting. It was noted that Board Member Jensen's term technically ended in October, but he continues to serve until a statutory replacement is approved.
 - **General Items:** Director Veillette reminded new members that administrative assistant Lori Ordonez would coordinate details for the state payroll system

regarding travel expenses and per diem. Active members were assured that final per diem payouts for the fiscal year (ending June 30) were currently being processed. Open and Public Meetings Act training will be distributed electronically, with a reminder given to use BCC to prevent non-compliant "reply all" discussions.

- **Discussion on Alternate Member Procedures:** A robust procedural discussion took place concerning how Alternate Member Frost should participate in discussions, hearings, and executive sessions when a standard quorum is already met. Director Veillette proposed reviewing frameworks from other divisions (such as DOPL and Securities) and drafting an administrative rule to establish baseline operational protocols for alternate board positions. This report will be presented at the July meeting.
- **Licensing & Education (Laurel North):**
 - Ms. North went over the “Yes Answer” spreadsheet.
 - **Statistical Insights:** May data indicated a reversal of a previous four-month downward trajectory in total licensees. Certified General Appraisers achieved a 12-month peak at 506 licensees. Certified Residential numbers advanced slightly to 573, while licensed appraisers logged a 12-month baseline low. Continuing Education Instructors experienced a notable surge from 87 to 93.
 - **Experience Reviews:** No experience reviews were scheduled for June or July.
- **Board & Industry Issues (Justin Barney):**
 - **Rules Update:** No proposed amendments were brought forward regarding AMC or appraiser rules.
 - **Legislative Discussion:** Vice Chair Preisler inquired about upcoming legislative items. Director Veillette confirmed they are working closely with Representative Neil Walter from Washington County to craft a general division "cleanup bill" for the January 2027 session. The bill will emphasize universal provisions across chapters, such as standardized terms for license surrender. Vice Chair Preisler requested that future agendas look at statutory limitation periods for error claims against appraisers—modeling frameworks recently established in states like Kentucky.
- **Enforcement (Bryn Kaelin):**
 - **Workload Trends:** The division closed more files than received in May, successfully lowering aggregate complaint cycle lengths. Intake for May included zero new AMC files and one appraiser complaint. Enforcement effectively finalized four appraiser files and two AMC cases, keeping active open investigations at 14.

- **Stipulation and Order for Review:** Ms. Kaelin detailed a stipulation involving James P. West, a certified residential appraiser.

6. Executive (Closed) Session

- A motion was made to enter executive session, with a provision to officially include Alternate Member Frost in the executive session.
- The motion passed unanimously, and the Board entered executive session.

7. Results of Executive (Closed) Session

- The Board returned to open session.
- A motion was made to accept and approve the stipulation and order as presented for James P. West.
- The motion passed unanimously. The division concurred.

8. Adjournment

- A motion was made to adjourn, which passed unanimously.

Meeting adjourned.

NEXT MEETING

July 29, 2026

2026 MONTHLY MEETING SCHEDULE

Jan 28	Feb 25	Mar 25	Apr 29	May 27	Jun 24
Jul 29	Aug 26	Sep 30	Oct 18	Nov 18	Dec 16