Department *of* Commerce
Division *of* Real Estate

REAL ESTATE APPRAISER LICENSING AND CERTIFICATION BOARD
DRAFT MEETING MINUTES

September 30, 2026, 9:00 AM

These draft minutes of the meeting have not been approved by the Board and are subject to change until approved.

Board Members Present:

- Jared Preisler, Vice Chair
- Steve Davidson
- Ron Jensen
- Michael Brumble (Present virtually initially; needed to leave the meeting prior to executive session)

Alternate Board Members Present:

- Joel Frost (Designated to sit as a full voting board member following Board Member Brumble's departure)

Board Members Excused:

- Kris Poulson, Chair
- Christopher Hansen

Vacancies:

- Public member

Board Counsel Present:

- Elliott Clark, Assistant Attorney General

MEETING MINUTES

1. Call to Order

- The meeting was called to order by Vice Chair Preisler.

2. Review and Approval of Previous Minutes

- The Board considered the minutes of its August 26, 2026, meeting.
- Board Member Davidson moved to approve the minutes as drafted. Board Member Jensen seconded. The motion passed 4-0.

3. Public Comment

- Vice Chair Preisler opened the meeting to public comment and allowed time for members of the public to speak.
- No members of the public offered comment.
- Vice Chair Preisler closed the public comment period.

4. Division Section Reports

4.1 Director's Report: Leigh Veillette, Division Director

- *ABQ Criteria Changes:* The Appraiser Qualifications Board (AQB) released its Third Exposure Draft of proposed changes to the Real Property Appraiser Qualification Criteria. Public comment is open through October 25th. A webinar and verbal public comment section are scheduled for October 8th at 1:00 PM Eastern.

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- *AARO conference:* Several staff members are currently attending the Association of Appraiser Regulatory Officials (AARO) conference and will present at the October board meeting.
- *Appraisal Subcommittee (ASC) audit results:* The final ASC audit report rated both the Utah Appraiser Program and the Appraisal Management Company (AMC) program as "Good". This is the second-highest rating (below "Excellent"). Utah will remain on a standard two-year compliance audit cycle.
- *Board seat vacancy:* Applications for Board Member Jensen's seat have closed. Interviews will be conducted to formulate recommendations for the Department Commissioner, who will forward nominations to the Governor and Senate for confirmation.

4.2 Licensing and Education: Laurel North, Licensing and Education Manager

- *Exam approvals and denials:* Ms. North reviewed the individuals whose applications to sit for various exams were denied.
- *"Yes" answer spreadsheet:* Ms. North reviewed the individuals and entities whose initial and renewal applications were accepted despite a "yes" answer.
- *Licensing stats and trends*
    - Total licensing count recovered to 1,668 following a mid-year low in April.
    - Trainees grew nearly 10% (primarily driven by county/ad valorem employees).
    - Certified General Appraisers expanded to 515.
    - Certified Residential/Licensed numbers experienced a slight, steady decline.
    - Active AMCs increased to 105.
- *Instructor Development Workshop (IDW) rule update:* The mandatory IDW requirement is currently paused/stayed, allowing licensees to renew without the credit while statutory/rule revisions are being drafted.

4.3 Board and Industry Issues: Justin Barney, Hearing Officer and Records Manager

- *Property manager licensing:* A major rule effort is underway for a new distinct property manager license within the division, allowing property managers to operate independently of principal brokers.
- *Alternate board member policy:* A draft internal policy detailing alternate board member integration was distributed and scheduled for possible board review/adoption on next month's agenda.
- *Fannie Mae and Freddie Mac joint announcement:* Joint update released regarding the UAD 3.6 integration deadline (November 2nd). Lenders who are unprepared may request an extension into May. However, files submitted under legacy formats (UAD 2.6) after November 2nd will not receive representations and warranties from the agencies.

4.4 Enforcement: Jessica Jacobs, Assistant Attorney General, Counsel for the Division

- *Enforcement statistics*
    - Active appraisal cases: 10
    - Active AMC cases: 0
    - Pipeline: 1 new intake, 2 closed cases
    - Legal Action: 2 cases pending formal legal action

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- Assistant Attorney General Jacobs presented a stipulation and order In the Matter of Casey W. Hatch, Docket No. RE-2026-127

5. Experience Review: In the Matter of the Application of Hollie Miller to Sit for the State-Licensed Appraiser Examination

- *Background:* Following an initial review in April, the Board directed the applicant to complete two additional appraisals to demonstrate proficiency in adjustment derivations, cost approach utilization, and proper reporting forms.
- *Applicant discussion*
    - Ms. Miller detailed her improved methodology, including the application of paired sales analysis, regression techniques, concise addendum formatting, and proper application of the Cost Approach (specifically on a property in Fillmore).
    - Board Member Davidson questioned how the applicant handled dated comparable sales (over a year old in rural markets like Delta/Fillmore). Ms. Miller explained that limited local sales forced reliance on older comparable data, paired with a market stability analysis showing no necessary time adjustments.
    - Alternate Board Member Frost inquired about a clerical checkbox discrepancy regarding the Cost Approach on the Delta property report. Ms. Miller clarified that the Cost Approach was initially calculated but removed from the final addendum because physical depreciation on the 40-year-old structure provided poor support for value, acknowledging an omitted box check.
- *Board feedback*
    - The Board commended Ms. Miller for clear narrative commentary, proper market stability support, and effective sensitivity analysis (reflecting a post-adjustment range within 1.3% to 5%).

6. Executive Session

- A motion was made and seconded to enter executive (closed) session. The motion carried 4-0, with Alternate Board Member Frost seated as a Board Member.
- The Board entered executive session to discuss the character, professional competence, or physical/mental health of an individual.

7. Results of Executive Session

- The Board returned to the open meeting.
- A motion was made and seconded to approve Hollie Miller's experience logs and application to sit for the state-licensed appraiser examination. The motion carried 4-0.
- A motion was made and seconded to approve the Hatch stipulation and order. The motion carried 4-0. The division concurred.

8. Adjournment

- A motion was made and seconded to adjourn the meeting. The motion passed 4-0.

Meeting adjourned.

NEXT MONTHLY MEETING

October 28, 2026

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2026 MONTHLY MEETING SCHEDULE

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

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