



DISTRICT OF COLUMBIA  
Department of Consumer of Regulatory Affairs  
Occupational and Professional Licensing Administration



**Board of Real Estate Appraisers**

**December 17, 2014**  
**Minutes**

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, December 17, 2014 at 10:30 am at 1100 4<sup>th</sup> Street, S.W., Room 300, Washington, D.C. 20024. At 10:09 am the Board held its executive session (closed to the public) to discuss the Legal Committee Report and that of the legal counsel.

The meeting was called to order by Jerome Farrow at 10:33 am and attendance was taken.

**Attendance**

Present: Jerome Farrow, Tamora Papas, Trinity Jennings, Marguerite Allen, Todd Canterbury

Absent: Margot Wilson

Staff: Patrice Richardson, Board Administrator; George Battista, Investigator; Steve Parker, Investigator; Leon Lewis, Program Liaison; Kevin Cyrus, Education Liaison; Clifford Cooks, Program Manager and Kia Winston, Legal Counsel

Public: None

**Agenda Item: Comments from the Public**

None.

**Agenda Item: Expression of Appreciation – Chairman Jerome Farrow**

Mr. Clifford Cooks, Program Manager and Mr. Leon Lewis, Program Liaison, expressed appreciation to Mr. Jerome Farrow for his dedicated service over eleven years. Each board member was given an opportunity to thank Chairman Jerome Farrow for his outstanding and dedicated contributions to the DC Board of Real Estate Appraisers.

**Agenda Item: Minutes**

1100 4<sup>th</sup> Street, SW

Suite 500

Washington DC 20024



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**Board of Real Estate Appraisers**

Upon motion duly made by Trinity Jennings, and properly seconded by Tamora Papas the Board voted unanimously to approve the November 19, 2014 draft minutes.

**Agenda Item: Application for Licensure Recommendations**

Upon motion duly made by Trinity Jennings and properly seconded by Tamora Papas the Board voted unanimously to approve the application (per their license status and type) of Lenore Boak (exam/certified residential appraiser) and Kurk Rehak (reinstatement applicant) was deferred to the next board meeting January 21, 2015.

**Agenda Item: Complaints**

Ronald Keyes – deferred to January 2015 meeting.

Richard Michaels vs. Alisa Delice – The board requested the preparation of a Notice of Intent to take Discipline Action (NOID) from the Office of the General Counsel.

Keith Crawford vs. Steven J. Mueller – send to review appraiser.

Upon motion duly made by Trinity Jennings and properly seconded by Tamora Papas, the Board unanimously voted to approve the above legal recommendations.

**Agenda Item: Education Items**

Upon motion duly made by Trinity Jennings and properly seconded by Tamora Papas, the Board unanimously voted to approve the Education Report, attached hereto and made a part of the December 17, 2014 minutes.

**Agenda Item: Budget**

A financial report was not reviewed or discussed at this meeting.



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**Board of Real Estate Appraisers**

**Agenda Item: Legal Report**

The legal counsel provided guidance to the Board on all legal matters.

**Agenda Item: Review of Calendar**

The meeting will be on the third Wednesday of each month unless otherwise noted. Next meeting is on January 21, 2015.

Next Scheduled Regular Meeting:

- February 18, 2015
- March 18, 2015
- April 15, 2015
- May 20, 2015
- June 17, 2015
- July 15, 2015
- August - Recess
- September 16, 2015
- October 21, 2015
- November 18, 2015
- December 16, 2015

2015 AARO Conferences:

- Spring 2015 – May 1st -3rd Nashville Downtown Hilton (Vote – Attendees)
- Fall 2015 October 17<sup>th</sup> – 20<sup>th</sup> Westin Washington DC Center

**Agenda Item: Old Business**

No old business

**Agenda Item: New Business**

Voting of Board Chair deferred to January 2015 meeting.

**Agenda Item: Next Meeting**

Next Scheduled Regular Meeting, January 21, 2015  
1100 4<sup>th</sup> Street, SW, Room 300B, Washington, DC 20024



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**Agenda Item: Adjournment**

Upon motion duly made by Trinity Jennings and properly seconded by Tamora Papas the Board unanimously voted to adjourn. Meeting adjourned at 11:33 am.

Respectfully submitted,

Tamora K. Papas      1-21-15  
Chair                                      Date

Recorder: Patrice Richardson  
Attachment(s)