



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Call: 1-650-479-3208

Access code: 2309 144 9356

Password: Appraiser (277724737 from phones & video systems)

AGENDA

October 16, 2024

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, September 18, 2024
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. Fall 2024 AARO Conference
 - b. ZOOM Transition (November 2024)
 - c. Board Vacancy – Consumer Member
 - d. Anthony Bolling – sworn in
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, November 20, 2024; Virtual Webex meeting.

2024 Meeting Dates

January 17, 2024	July 17, 2024
February 21, 2024	July 23, 2024
March 20, 2024	August – RECESS
April 17, 2024	September 18, 2024
May 15, 2024	October 16, 2024
June 12, 2024	November 20, 2024
	December 18, 2024



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link: <https://dc-gov.zoom.us/j/87602894946>

Webinar ID: 876 0289 4946

AGENDA

November 20, 2024

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, October 16, 2024
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. Report of Fall 2024 AARO Conference
9. New Business
 - a. Creating Appraiser Training program (similar to Mississippi)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, December 18, 2024; Virtual Webex meeting.

2024 Meeting Dates

January 17, 2024	July 17, 2024
February 21, 2024	July 23, 2024
March 20, 2024	August – RECESS
April 17, 2024	September 18, 2024
May 15, 2024	October 16, 2024
June 12, 2024	November 20, 2024
	December 18, 2024



Occupational and Professional Licensing Administration District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/87647057295>

Webinar ID:

876 4705 7295

AGENDA

December 18, 2024

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, November 20, 2024
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. ACTS Conference (<https://www.appraisersconference.net/>)
 - b. Upcoming Training: Navigating the ASC Policy Statements for Effective Regulatory Compliance (Wednesday, February 5, 2025)
 - c. DCBOREA 2025 Meeting Dates
 - i. Vote on alternate meeting date for April 2025 (DC Emancipation Day)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, December 18, 2024; Virtual Webex meeting.

2024 Meeting Dates

January 17, 2024	July 17, 2024
February 21, 2024	July 23, 2024
March 20, 2024	August – RECESS
April 17, 2024	September 18, 2024
May 15, 2024	October 16, 2024
June 12, 2024	November 20, 2024
	December 18, 2024



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/83957674249>

Webinar ID:

839 5767 4249

AGENDA

January 15, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, December 18, 2024
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
 - a. Performance Oversight Hearing with Councilman White
 - i. January 30, 2025 (9:30am – 1:00pm)
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. Appraisal Subcommittee Proposed Rule – Comments
 - i. Federal Register – Deadline, Feb. 4
 - b. Upcoming Appraisal Subcommittee (ASC) review - (March 25-27, 2025)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, February 19, 2025; Virtual Webex meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/83957674249>

Webinar ID:

839 5767 4249

AGENDA

January 15, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, December 18, 2024
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
 - a. Performance Oversight Hearing with Councilman White
 - i. January 30, 2025 (9:30am – 1:00pm)
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. Appraisal Subcommittee Proposed Rule – Comments
 - i. Federal Register – Deadline, Feb. 4
 - b. Upcoming Appraisal Subcommittee (ASC) review - (March 25-27, 2025)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, February 19, 2025; Virtual Webex meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



**Occupational and Professional Licensing Administration
District of Columbia Board of Real Estate Appraisers**

Access Link:

<https://dc-gov.zoom.us/j/89874351402>

Webinar ID:

898 7435 1402

**AGENDA
February 19, 2025
10:00 A.M.**

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, January 15, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
 - a. Trailblazing Pathways to Success
8. Old Business
 - a. Legislative/Rulemaking
 - b. Performance Oversight with Councilman White
 - c. Report of “Navigating the Appraisal Subcommittee’s Policy Statements” course
9. New Business
 - a. End of Term for Tamora Papas (Board Chair)
 - b. New Financial Disclosure Requirement Training (March 14, 2025)
 - c. OFCO 1099 form for travel expenses
 - d. Travel - 2025 AARO Conferences:
 - i. Spring 2025 AARO Conference (April 29, 2025 – May 1, 2025)
 1. Conference Location -Virtual
 2. Conference Agenda - TBA
 - ii. Fall 2025 AARO Conference (Date: October 4 – 8, 2025)
 1. Conference Location - Atlanta, GA
 2. Conference Agenda – TBA
 3. Hotel Reservations (Due by: July 18, 2025)
 - e. Board Sponsored “Valuation Bias and Fair Housing Laws and Regulations” course
 - f. ASC Policy Managers Attendance (March 19, 2025)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/89430270499>

Webinar ID:

894 3027 0499

AGENDA

March 19, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, February 19, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. Comments – ASC Policy Managers
 - b. Spring 2025 AARO Conference Registration (April 29 – May 1)
 - c. Financial Disclosure Forms
 - i. Notification to be sent by April 15
 - ii. Completed Statements due by May 15
10. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
11. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, April 23, 2025; Virtual Webex meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration
District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/89837182884>

Webinar ID:

898 3718 2884

AGENDA

April 23, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, March 19, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. Completed 2025 ASC Review
9. New Business
 - a. Spring 2025 AARO Conference (April 29 – May 1, 2025)
 - b. Travel Policy Update
 - c. DLCP Board Training (April 25, 2025)
 - d. USPAP update course
 - i. Instructor proposed 12/12/2025 date (board vote)
 - e. Outreach
 - f. Financial Disclosure
 - g. End of Term (Tamora Papas)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/87529228337>

Webinar ID:

875 2922 8337

AGENDA

May 21, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, April 23, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Historic Preservation Seminar
 - b. Legislative/Rulemaking
 - c. Financial Disclosure Statement (deadline: May 15, 2025)
 - d. PAREA update (Scott Dibiasio – Appraisal Institute)
9. New Business
 - a. Report of AARO Board of Directors Meeting (May 19, 2025)
 - b. Outreach event (May 29, 2025)
 - c. End of Term (Tamora Papas)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, June 18, 2025; Virtual Webex meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/89148937766>

Webinar ID:

891 4893 7766

AGENDA

June 18, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, May 21, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. End of Term (Tamora Papas) – elect new board chair
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, July 16, 2025; Virtual Webex meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration
District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/88625540741>

Webinar ID:

886 2554 0741

AGENDA

July 16, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, June 18, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. The Appraisal Foundation – Joint Council Meeting (June 24, 2025)
9. New Business
 - a. OPL Career Day (July 28, 2025)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, September 17, 2025; ZOOM meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration
District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/89420789378>

Webinar ID:

894 2078 9378

AGENDA

September 17, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, July 16, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. DLCP Career Day – Summer Youth (July 28, 2025)
 - c. Working on a National Appraisal Test
 - d. Updating the Criteria (education & experience)
9. New Business
 - a. Upcoming Appraiser Renewals
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, October 15, 2025; ZOOM meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/84791561390>

Webinar ID:

847 9156 1390

AGENDA

October 15, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, September 17, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
9. New Business
 - a. USPAP Course – December 12, 2025
 - b. 2026 Proposed Meeting Dates
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, November 19, 2025; ZOOM meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration

District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/87640985479>

Webinar ID:

876 4098 5479

AGENDA

November 19, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, October 15, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. Reappointment – Martin (Marty) Skolnik (November 5, 2025)
9. New Business
 - a. USPAP course at DLCP (December 12, 2025)
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, December 17, 2025; ZOOM meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



Occupational and Professional Licensing Administration
District of Columbia Board of Real Estate Appraisers

Access Link:

<https://dc-gov.zoom.us/j/82280787647>

Webinar ID:

822 8078 7647

AGENDA

December 17, 2025

10:00 A.M.

1. Call to Order – 10:00am
2. Attendance
3. Comments from the Public
4. Minutes – Draft, November 19, 2025
5. Education Committee Recommendations
6. Budget Update
7. Correspondence
8. Old Business
 - a. Legislative/Rulemaking
 - b. USPAP course at DLCP (December 12, 2025)
9. New Business
 - a. Appraiser Renewal Update
 - b. FY26 Performance Oversight
10. Executive Session {Closed to the Public} – to consult with an attorney pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575(b) (9) to discuss complaints/legal matters, applications, and legal counsel report.
11. Recommendations
 - a. Applications for licensure
 - i. Administratively approved applications
 - ii. Technical Applications
 - iii. Complaints
12. Adjourn

Board Members

Tamora Papas
Andrew Sullivan
Martin Skolnik
Anthony Bolling

Next Scheduled Regular Meeting, Wednesday, January 21, 2026, 2025; ZOOM meeting.

2025 Meeting Dates

January 15, 2025	July 16, 2025
February 19, 2025	August - RECESS
March 19, 2025	September 17, 2025
April 23, 2025	October 15, 2025
May 21, 2025	November 19, 2025
June 18, 2025	December 17, 2025



October 16, 2024
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, October 16, 2024, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:02 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Jahmai Jefferson, Program Support Specialist; Kevin Cyrus, Education Coordinator, Occupational and Professional Licensing; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; April Randall, Legislative & Public Affairs Officer; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sam
Scott Dibiasio

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 10:25am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 10:31 am



Agenda Item: Draft Minutes, September 18, 2024

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated September 18, 2024.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to approve the October 16, 2024, application list administratively approved by OPL staff, attached hereto, and made a part of the October 16, 2024, minutes.

Agenda Item: Technical Applications

None.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

None.

Agenda Item: Budget Update

DLCP Program Executive, Leon Lewis, provided an update of the end of the year appraisal fund.

Agenda Item: Correspondence

None.

Agenda Item: Old Business

Legislative & Public Affairs Officer, April Randall, provided the board with an update on the proposed rulemaking requirements for bias training. The legislative team is on target for presenting a draft by the November 2024 board meeting.

Agenda Item: New Business

Board Chair, Tamora Papas, reminded the board and public members that the Fall AARO Conference is scheduled for October 28-30, 2024. DLCP Program Executive, Leon Lewis, is scheduled to attend.

Board members, and the public, were informed of the upcoming change to the board meeting platform beginning November 2024. Board meetings will now be held via ZOOM.

Board Chair, Tamora Papas, advised the board and public that the DC Board of Real Estate Appraisers has a vacancy for a consumer member. Board members were encouraged to recommend candidates.

Board member, Anthony Bolling, has been sworn in and reinstated as the board's Broker member.



Agenda Item: Next Meeting

The next scheduled regular meeting is November 20, 2024, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 10:33 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: October 16, 2024

Recorder/transcriber: Brittney Cheshier



November 20, 2024
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, November 20, 2024, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:02 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Jahmai Jefferson, Program Support Specialist; Kathy Thomas, Education Specialist; Kevin Cyrus, Education Coordinator; Kimberly Troxler, Board Administrator; Angela Meggett-Strudwick, Board Administrator; Allison Wade, Program Support Specialist; Terron McAbee, Program Support Specialist, Occupational and Professional Licensing; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; April Randall, Legislative & Public Affairs Officer; Nicole Bramstedt, Legislative Affairs Specialist; Demetrius Norman, Chief Customer Experience Officer

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sams, The CE Shop
Scott Dibiasio, The Appraisal Institute
Brandon Lewis, Office of the Open Government

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 10:57am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications



Complaints

The public session of the meeting was resumed at 11:13 am

Agenda Item: Draft Minutes, October 16, 2024

Upon motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated October 16, 2024.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Skolnik, and properly seconded by Mr. Sullivan the Board voted unanimously to approve the November 20, 2024, application list administratively approved by OPL staff, attached hereto, and made a part of the November 20, 2024, minutes.

Agenda Item: Technical Applications

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Skolnik the Board voted unanimously to approve Donald Lee for an Appraiser Certified General license via reciprocity.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the attached education report for November 20, 2024.

Agenda Item: Budget Update

None.

Agenda Item: Correspondence

DLCP Program Manager, Leon Lewis, informed the board of the updated financial disclosure requirements. Legislative & Public Affairs Officer, April Randall, also informed the board of required training for all financial disclosure filers.

Agenda Item: Old Business

Legislative & Public Affairs Officer, April Randall, informed the board of the dates for the upcoming council periods. The current council period 25 will end on December 31, 2024. Council recess will be December 23, 2024 – January 2, 2025. Council period 26 will begin on January 3, 2025.

Legislative Affairs Specialist, Nicole Bramstedt, provided the board with an update on the proposed rulemaking requirements for education on the topics of valuation bias and fair housing laws and regulations changes going into effect in January 2026. This will also include conforming and technical changes to comply with the AQB.



Upon a motion duly made by Mr. Skolnik and properly seconded by Mr. Sullivan, the board voted unanimously to accept the draft proposed rulemaking regarding required course work on proposed rulemaking requirements for education on the topics of valuation bias and fair housing laws and regulations changes going into effect in January 2026.

DLCP Program Manager, Leon Lewis, provided a report of the Fall 2024 AARO Conference that was held in Boston, MA. An update was provided on the Appraisal Subcommittees policy statements as directed by FIRREA.

Agenda Item: New Business

Board Chair, Tamora Papas, proposed developing a localized program/training for new appraisers, similar to the program offered in Mississippi. Councilman, Robert White, has expressed interest in the board developing viable pathways into the Appraiser field.

Agenda Item: Next Meeting

The next scheduled regular meeting is December 18, 2024, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:18 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: November 20, 2024

Recorder/transcriber: Brittney Cheshier



December 18, 2024
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, December 18, 2024, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:04 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sams, The CE Shop
Anthony Scerbo, Office of the Open Government

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 10:34am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 11:00 am

Agenda Item: Draft Minutes, November 20, 2024



Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated November 20, 2024.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Skolnik the Board voted unanimously to approve the December 18, 2024, application list administratively approved by OPL staff, attached hereto, and made a part of the December 18, 2024, minutes.

Agenda Item: Technical Applications

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to extend the deadline for work product submission for applicant Robert Burns, until February 2025.

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to approve the reciprocity application for Brett Suszek, with a follow up request for a letter of good standing from Arizona.

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to approve the reinstatement application for Steven Kurtz.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the attached education report for December 18, 2024.

Agenda Item: Budget Update

Program Manager, Leon Lewis, provided an update on the Real Estate Appraisal Fund.

Agenda Item: Correspondence

Program Manager, Leon Lewis, informed the board of a survey that was sent out for the Course Approval Program (CAP).

Agenda Item: Old Business

Legal counsel Marc Nielsen provide an update on the education requirements for fair housing requirement that will be in place by January 1, 2026. Expected date for publishing the requirements is January, or February 2025.

Agenda Item: New Business

The Board was advised to confirm their attendance to the ACTS conference scheduled for April 2025 in San Antonio, TX. Board members were advised to submit hotel reservations for this conference.



The Board was advised about the upcoming training: Navigating the ASC Policy Statements for Effective Regulatory Compliance. Board members were advised to confirm their attendance.

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the proposed meeting dates for 2025. The scheduled meetings will be held the third Wednesday of each month, except for August recess. The board voted to schedule the April meeting for April 23, 2025, due to DC Emancipation Day falling on the normal meeting day. The meeting dates are as follows:

January 15, 2025
February 19, 2025
March 19, 2025
April 23, 2025
May 21, 2025
June 18, 2025
July 16, 2025
August 2025 (Recess)
September 17, 2025
October 15, 2025
November 19, 2025
December 17, 2025

Agenda Item: Next Meeting

The next scheduled regular meeting is January 15, 2025, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:08 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: December 18, 2024

Recorder/transcriber: Brittney Cheshier



January 15, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, January 15, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:03 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jahmai Jefferson, Program Support Specialist, Stacey Price, Board Administrator; Demetrius Norman, Chief Customer Experience Officer, Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sams, The CE Shop
Kate Conquest, Committee on Housing

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 10:29am, the following motion was made:

Upon a motion duly made by Mr. Skolnik and properly seconded by Mr. Sullivan, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 10:48 am



Agenda Item: Draft Minutes, December 18, 2024

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated December 18, 2024.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to approve the January 15, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the January 15, 2025, minutes.

Agenda Item: Technical Applications

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to approve the application for Patrick Craig for DC Appraiser Certified General.

Agenda Item: Complaints

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to forward the complaint in the matter of Brenda Nguyen back to the review appraiser

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to forward the matter of Suser v. Johnson to the review appraiser

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the attached education report for January 15, 2025.

Agenda Item: Budget Update

None.

Agenda Item: Correspondence

The Board was advised of correspondence received from Councilman White's office, confirming that the performance oversight hearing for the Real Estate Commission and the Board of Real Estate Appraisers will be held on January 30, 2025.

Agenda Item: Old Business

Legal counsel Marc Nielsen provided an update on the proposed rulemaking regarding fair housing education prelicensing and renewal requirements for appraiser licensees, which must be in place by January 1, 2026. Expected date for publishing the proposed rulemaking requirements is January, or February 2025.



Agenda Item: New Business

The Board was advised that any comments that they wish to submit to the Appraisal Subcommittee regarding the effectiveness of State Appraiser and Appraisal Management Company Regulatory Programs must be submitted by February 4, 2025. The staff, along with legal counsel, will coordinate any comments received from the Board members consistent with DC government's policies and procedures.

The Board was informed of the upcoming Appraisal Subcommittee performance review, which will be conducted at DLCP during March 25 – 27, 2025.

Agenda Item: Next Meeting

The next scheduled regular meeting is February 19, 2025, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 10:54 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: January 15, 2025

Recorder/transcriber: Brittney Cheshier



February 19, 2025 DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, February 19, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:00 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jahmai Jefferson, Program Support Specialist, Stacey Price, Board Administrator; Demetrius Norman, Chief Customer Experience Officer; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sams, The CE Shop
Kate Conquest, Committee on Housing

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 11:01am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications

The public session of the meeting was resumed at 11:14 am



Agenda Item: Draft Minutes, January 15, 2025

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated January 15, 2025.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve the February 19, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the February 19, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve the application for Michael Mathis for DC Appraiser Certified General.

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve the application for Robert Salisbury for DC Temporary Appraiser Certified General.

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve the exam application for Robert Burns for DC Appraiser Certified General.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the board voted unanimously to approve the attached education report for February 19, 2025.

Agenda Item: Budget Update

Program Manager, Leon Lewis, provided the Board with a budget update.

Agenda Item: Correspondence

The Board was forwarded an article regarding the "Trailblazing Pathways to Success", regarding scholarship opportunities for aspiring appraisers.

Agenda Item: Old Business



Legal counsel, Marc Nielsen, provided an update on the Real Estate Appraiser technical amendment rulemaking. OAG has approved the rulemaking, which is expected to be published ahead of the January 2026 deadline.

Legal counsel, Marc Nielsen, provided an update on the Clean Hands Expansion Revitalization Amendment Act of 2025. This bill would exempt business licensees and professional licensees from the clean hands requirement. DLCP is working with the Council Member to provide comments on the bill, as it moves through the legislative process.

Legal counsel, Marc Nielsen, informed the Board of the Rental Act of 2025 that was introduced by the Mayor last week. The bill would impact the Districts affordable housing units, the tenants, and housing providers. The three main elements include increasing the rent supplemental program, modernizing the TOPA rights, and restoring DCHDs authority to acquire and reposition vacant properties.

Board Chair, Tamora Papas, provided a summary of her participation in the Performance Oversight Hearing with Councilman White and the Committee on Housing.

Program Manager, Leon Lewis, provided a summary of the “Navigating the Appraisal Subcommittee’s Policy Statements” course that was held on February 5, 2025.

Agenda Item: New Business

Board Chair, Tamora Papas, announced that she is near the end of her term on the DC Board of Real Estate Appraisers. The Board is actively seeking a replacement appraiser member.

Legal counsel, Marc Nielsen, informed the Board of the new financial disclosure requirements. The Board was informed of the upcoming training on March 14, 2025, and was reminded to complete the financial disclosure forms before the deadline to avoid being fined.

Board Chair, Tamora Papas, advised the Board and DLCP staff that she received a 1099 form from OFCO. The Board was advised to reach out to OFCO to pull the individual’s 1099 to avoid being sent to the IRS or DC state tax.

Board Administrator, Brittney Cheshier, informed the Board of the Spring 2025 and Fall 2025 AARO Conference dates and locations. The Board was advised of registration and travel request deadlines to ensure that advance payments are received.

Education Coordinator, Kevin Cyrus, provided an update on the board-sponsored course “Valuation Bias and Fair Housing Laws and Regulations.”

Program Manager, Leon Lewis, informed the Board that the ASC policy managers will be attending the Board meeting scheduled for March 19, 2025.

Agenda Item: Next Meeting

The next scheduled regular meeting is March 19, 2025, via ZOOM.

Agenda Item: Adjournment



Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:18 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: February 19, 2025

Recorder/transcriber: Brittney Cheshier



March 19, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, March 19, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:01 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Stacey Price, Board Administrator; Demetrius Norman, Chief Customer Experience Officer; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel; Jennifer Durden, Paralegal Specialist

Public Member(s): Lauren Sams, The CE Shop
Scott Dibiasio, The Appraisal Institute
Kimberly Brown, Office of the Open Government
Tom Lewis, ASC Policy Manager
Jonny Stewart, ASC Policy Manager
Dan Sokolov

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, February 19, 2025

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated February 19, 2025.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve the March 19, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the March 19, 2025, minutes.



Agenda Item: Technical Applications

None.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

No continuing education application submitted for approval.

Education Coordinator, Kevin Cyrus, informed the Board that he has been working with David Lenhoff to coordinate the USPAP course for December 2025.

Education Coordinator, Kevin Cyrus, informed the Board that the Historic Preservation Seminars will be held May 19, 2025.

Agenda Item: Budget Update

Program Manager, Leon Lewis, provided the Board with a budget update.

Agenda Item: Correspondence

None.

Agenda Item: Old Business

Legal Counsel, Marc Nielsen, provided an update on the proposed rulemaking for Fair Housing. The Board was informed that approval has been received by the mayor's legal counsel on the rulemaking. A publication date is pending.

Agenda Item: New Business

The Board received comments from the Appraisal Subcommittee (ASC) policy managers, Tom Lewis and Jonny Stewart. The ASC policy managers will be conducting their in-person review March 25 – 27, 2025. The ASC policy managers will have an introductory meeting with DLCP staff and Board Chair, Tamora Papas on March 21, 2025.

The Board was informed that registration for the virtual Spring 2025 AARO conference has been submitted for all Board members and DLCP staff.

Board Administrator, Brittney Cheshier, advised the Board that the financial disclosure forms will be emailed on April 15, 2025. The forms must be completed and submitted by May 15, 2025.



Agenda Item: Next Meeting

The next scheduled regular meeting is April 23, 2025, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 10:21 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: March 19, 2025

Recorder/transcriber: Brittney Cheshier



April 23, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, April 23, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:02 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik

Absent Board Member(s): Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Stacey Price, Board Administrator; Jahmai Jefferson; Program Support Specialist; Terry Bryany, Program Support Specialist; Alayza Mitchell, Program Support Specialist; Demetrius Norman, Chief Customer Experience Officer; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Jessica Rice, Attorney, Office of the General Counsel; Jennifer Durden, Paralegal Specialist

Public Member(s): Scott Michnick

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, March 19, 2025

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated March 19, 2025.

Agenda Item: Executive Session

At approximately 11:09am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section



2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 12:21pm

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to approve April 23, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the April 23, 2025, minutes.

Agenda Item: Technical Applications

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to approve Gregory Hewitt for licensure via reciprocity for DC Appraiser Certified General

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to approve Tyler Siegworth for licensure via reciprocity for DC Appraiser Temporary Certified General.

Agenda Item: Complaints

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to take no action regarding the self-reported disciplinary action for Emmanuel Nimako

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to issue an informal admonition, inclusive of language from the review appraiser, in the matter of Brenda Nguyen v. The DC Board of Real Estate Appraisers.

The Board will defer the matter of Benjamin Shuler v. Bank of America Collateral Valuations until the May 2025 board meeting, for additional review.

The Board will defer the matter of Oluchukwu Odika v. LLC Amrock until the May 2025 board meeting, for additional review.

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to issue an informal admonition, inclusive of language from the review appraiser, in the matter of Colin Suser v. Matthew Johnson

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik the Board voted unanimously to take no action regarding the self-reported disciplinary action for Neal Hilston.



Agenda Item: Education Committee Report

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the attached education report for April 23, 2025, with the recommended revisions.

Agenda Item: Budget Update

None.

Agenda Item: Correspondence

Correspondence was received from the Appraisal Subcommittee (ASC) advising the Department of Licensing and Consumer Protection (DLCP) that its appraisal program operations received the rating of "excellent." The correspondence was presented at this meeting to the Board by the Board Administrator, Brittney Cheshier. The DLCP had received previous correspondence that the department and Board were in compliance with all compliance categories being reviewed/audited.

Agenda Item: Old Business

Legislative Affairs Specialist, Nicole Bramstedt, provided the board with an update on the proposed rulemaking that was published to the DC Register. There were no comments received. Final documents were submitted to the mayor's office for review on April 14, 2025.

Board Administrator, Brittney Cheshier, advised the Board that the 2025 ASC Review was conducted March 25-27, 2025. The DC Board of Real Estate Appraisers received a final rating of "Excellent" from the Appraisal Subcommittee.

Agenda Item: New Business

Program Manager, Leon Lewis, advised the Board that the request for registration payment for the Spring 2025 AARO Conference has been denied due to budget constraints.

Program Manager, Leon Lewis, advised the Board that all travel for staff members has been halted due to budget constraints.

Board Administrator, Brittney Cheshier, advised the Board of the upcoming Board training hosted by DLCP scheduled for April 25, 2025.

Education Coordinator, Kevin Cyrus, advised the Board of the proposed USPAP update course date from David Lenhoff. Mr. Cyrus will request Mr. Lenhoff to hold the date for this course until funds are confirmed.

Program Support Specialist, Jahmai Jefferson, advised the Board of upcoming outreach event scheduled for May 29, 2025, at Turner Elementary School from 9am – 12pm. Board members were encouraged to attend.



Board Administrator, Brittney Cheshier, advised the Board that the Financial Disclosure Statement notice was sent on April 15, 2025, and must be completed by May 15, 2025. The Board was provided with instructions to complete the Financial Disclosure Statement, and how to request support.

Agenda Item: Next Meeting

The next scheduled regular meeting is May 21, 2025, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 12:32pm.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: April 23, 2025

Recorder/transcriber: Brittney Cheshier



May 21, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, May 21, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:00 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Stacey Price, Board Administrator; Jahmai Jefferson; Program Support Specialist; Tracey Jamison, Exam Coordinator; Jacqueline Noisette, Deputy Administrator; Demetrius Norman, Chief Customer Experience Officer, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist; April Randall, Legislative & Public Affairs Officer

Legal Counsel: Agustin Villadares, Attorney Advisor, Office of the General Counsel; Jennifer Durden, Paralegal Specialist

Public Member(s): Shawn Hilgendorf
Brandon Lewis (Office of Open Government)
Lauren Sams (The CE Shop)
Scott Dibiasio (Appraisal Institute)

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, April 23, 2025

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated April 23, 2025.

Agenda Item: Executive Session

At approximately 10:48am, the following motion was made:



Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 11:36am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve May 21, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the May 21, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to approve applicant, Orlin Irias, to take the exam for Appraiser Licensed Residential.

Agenda Item: Complaints

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to take no action on the matter of Benjamin Shuler v. Bank of America Collateral Valuations, due to no material violation.

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling the Board voted unanimously to issue a consent order, including corrective courses and monetary fine in the matter of Oluchukwu Odika v. LLC Amrock.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the attached education report for May 21, 2025.

Agenda Item: Budget Update

None.

Agenda Item: Correspondence

None.



Agenda Item: Old Business

Education Coordinator, Kevin Cyrus, and board member, Andrew Sullivan provided a summary of the Historic Preservation Seminar that was held on May 16, 2025, at the Martin Luther King Jr. Memorial Library. Mr. Lewis stated that the topical areas included "Historical Development of DC Neighborhoods", Historical Preservation, Local Origins", "Intro to Architectural Styles and Features", and "DC's Historic Preservation Office".

Attorney Advisor, Agustin Villadares, provided an update on current legislative rulemaking. Legislative rulemaking is scheduled to be in place by January 1, 2026, and is still pending approval from the Mayor's office. Once approved, the final legislative rulemaking will be published in the DC register.

Legislative Affairs Officer, April Randall, advised the board that Council will be holding a hearings on the Rental Act and amendments to the Tenant Opportunity Purchase Act (TOPA) on May 28, 2025.

Legislative Affairs Officer, April Randall, informed the board that the deadline for the financial disclosure statements was May 15, 2025, for staff. The Board was advised that BEGA advised that board members were not required to comply with completing financial disclosure statements for this year.

Scott Dibisasio, of the Appraisal Institute, provided the board with an update on the AI PAREA program. The board was informed that the program is going well. Currently, 169 people are enrolled in the PAREA program. 156 of those enrolled are working in the practice assignments, and 13 are working in the final assignments. To date 32 people have graduated from the program.

Agenda Item: New Business

Program Manager, Leon Lewis, provided a summary of the AARO Board of Directors Meeting that was held on May 19, 2025.

Program Support Specialist, Jahmai Jefferson, informed the Board of the upcoming outreach event scheduled for May 29, 2025, at Turner Elementary School.

Board Chair, Tamora Papas, advised she is approaching the end of her term with the DC Board of Real Estate Appraisers. The Board will discuss electing a new chair at the June 2025 board meeting.

Agenda Item: Next Meeting

The next scheduled regular meeting is June 18, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:43am.



Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: May 21, 2025

Recorder/transcriber: Brittney Cheshier



June 18, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, June 18, 2025, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:01 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jahmai Jefferson, Program Support Specialist; Terry Bryant, Program Support Specialist; Irina Moore, Exam Coordinator; Nicole Bramstedt, Legislative Affairs Specialist; Demetrius Norman, Chief Customer Experience Officer, Business and Professional Licensing Administration

Legal Counsel: Jessica Rice, Attorney Advisor, Office of the General Counsel; Jennifer Durden, Paralegal Specialist

Public Member(s): Kimberly Brown (Office of the Open Government)
Scott Dibiasio (Appraisal Institute)

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, May 21, 2025

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated May 21, 2025.

Agenda Item: Executive Session

At approximately 10:23am, the following motion was made:



Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Skolnik, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications

The public session of the meeting was resumed at 10:47am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik the Board voted unanimously to approve the June 18, 2025, application list administratively approved by OPL staff, attached hereto, and made a part of the June 18, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik the Board voted unanimously to approve applicant, Henry Adamson, for licensure as a DC Certified General Appraiser.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

None. (No continuing education applications received for review)

Agenda Item: Budget Update

DLCP Program Manager, Leon Lewis, provided an update on the current Appraisal Fund balance.

Agenda Item: Correspondence

None.

Agenda Item: Old Business

Legislative Affairs Specialist, Nicole Bramstedt, informed the Board that the final rulemaking requiring that real estate appraisers take a Valuation Bias and Fair Housing Laws and Regulations course will be published on June 27, 2025, in the in DC Register. The Board was advised that council has approved Martin (Marty) Skolnik, for another term as a board member. The term for Martin



Skolnik will end June 26, 2028. The Board was also informed that the district is moving forward with the mayor's budget for the district, and the agencies' needs.

Agenda Item: New Business

Board Chair, Tamora Papas, is approaching the end of term. Board chair, Tamora Papas, nominated Andrew Sullivan to be the next candidate for board chair. Upon a motion duly made by Mr. Skolnik and properly seconded by Mr. Bolling, the Board unanimously voted to instate Andrew Sullivan as board chair effective at the close of the June 18, 2025, board meeting.

Agenda Item: Next Meeting

The next scheduled regular meeting is July 16, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 10:50am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair

Date: June 18, 2025

Recorder/transcriber: Brittney Cheshier



July 16, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, July 16, 2025, at 10:00am via virtual.

The meeting was called to order by Andrew Sullivan, Chair, at 10:14 am, and attendance was taken.

Attendance

Board Members Present: Andrew Sullivan, Tamora Papas, Anthony Bolling

Absent Board Members: Marty Skolnik

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jahmai Jefferson, Program Support Specialist; Stacey Price, Program Support Specialist; Nicole Bramstedt, Legislative Affairs Specialist; April Randall, Legislative and Public Affairs Specialist; Jacqueline Noisette, Deputy Administrator; Demetrius Norman, Chief Customer Experience Officer, Occupational and Professional Licensing Administration

Legal Counsel: Jessica Rice, Attorney Advisor, Office of the General Counsel

Public Member(s): Ericka Simmons
Scott Dibiasio (Appraisal Institute)

Agenda Item: Comments from the Public

Ericka Simmons inquired about requirements for a licensed Trainee with specialized experience with the Department of State. The Trainee's employment with Department of State was recently terminated. Ms. Simmons was advised to have the Trainee forward their work logs to the Board for review, and guidance on how to proceed with obtaining additional experience.

Agenda Item: Draft Minutes, June 18, 2025

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated June 18, 2025.

Agenda Item: Executive Session



At approximately 10:40am, the following motion was made:

Upon a motion duly made by Mr. Bolling and properly seconded by Mrs. Papas, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications

The public session of the meeting was resumed at 10:47am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling the Board voted unanimously to approve the July 16, 2025 application list, administratively approved by OPL staff, attached hereto, and made a part of the July 16, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Boling the Board voted unanimously to approve applicant, Devin Moore, for licensure as a DC Certified Residential Appraiser.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Bolling and properly seconded by Ms. Papas, the Board voted unanimously to approve the attached education report for July 16, 2025.

Agenda Item: Budget Update

DLCP Program Manager, Leon Lewis, provided an update on the current Appraisal Fund balance.

Agenda Item: Correspondence

None.

Agenda Item: Old Business



Legislative and Public Affairs Specialist, April Randall, informed the Board that the final rulemaking requiring that real estate appraisers take a Valuation Bias and Fair Housing Laws and Regulations course was published on July 11, 2025.

Board Chair, Andrew Sullivan, provided a summary of the Appraisal Foundation Joint Council meeting that was held on June 24, 2025. The board was informed that there will be a rewrite of criteria that will be implemented in 2026.

Agenda Item: New Business

Deputy Administrator, Jacqueline Noisette, informed the board of the upcoming career day that will be held at DLCP on July 28, 2025. Board members Andrew Sullivan and Anthony Bolling advised they would participate.

Agenda Item: Next Meeting

The next scheduled regular meeting is September 17, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 10:50am.

Respectfully submitted,

Andrew Sullivan, Chair
Date: July 16, 2025

Recorder/transcriber: Brittney Cheshier



September 17, 2025 DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, September 17, 2025, at 10:00am via virtual.

The meeting was called to order by Andrew Sullivan, Chair, at 10:05 am, and attendance was taken.

Attendance

Board Members Present: Andrew Sullivan, Tamora Papas, Anthony Bolling, Marty Skolnik

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jahmai Jefferson, Program Support Specialist; Nicole Bramstedt, Legislative Affairs Specialist; Demetrius Norman, Chief Customer Experience Officer, Occupational and Professional Licensing Administration

Legal Counsel: Agustin Villadares, Attorney Advisor, Office of the General Counsel

Public Member(s): Kimberly Brown (Office of the Open Government)
Lauren Sams (The CE Shop)

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, July 16, 2025

Upon a motion duly made by Mr. Bolling and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated July 16, 2025.

Agenda Item: Executive Session

At approximately 10:23am, the following motion was made:

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section



2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 11:06am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the September 17, 2025 application list, administratively approved by OPL staff, attached hereto, and made a part of the September 17, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling the Board voted unanimously to approve applicant, Cornelius Henderson, for licensure as a DC Appraiser Trainee.

Agenda Item: Complaints

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling the Board voted to forward the matter of Emmanuel Nimako v. Rocket Close LLC to review appraiser, Mr. Boucher, for a review appraisal.

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling the Board voted to issue a notice of informal admonition, with recommended corrective course *Ethics, Competency, and Negligence* in the matter of Ki Yi v. Kevin Moody.

Agenda Item: Education Committee Report

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling, the Board voted unanimously to approve the attached education report for September 17, 2025.

Agenda Item: Budget Update

DLCP Program Manager, Leon Lewis, provided an update that the FY26 budget has been approved.

Agenda Item: Correspondence

None.

Agenda Item: Old Business



Legal Counsel, Agustin Villadares, informed the board that there were no legislative updates at this time.

Program Manager, Leon Lewis and Board member, Anthony Bolling provided an update on the DLCP Summer Youth Career Day event that was held on July 28, 2025.

Board Chair, Andrew Sullivan, provided an update on the Appraisal Foundation Seminar that was held the first week of September 2025. The seminar provided information on updating the criteria for appraiser education and experience to allow more access to the profession. The Board was also informed that there were discussions about updating the national test.

Agenda Item: New Business

Board Administrator, Brittney Cheshier, informed the Board of the upcoming Appraiser renewals that will begin on December 1, 2025. The Board was informed that renewal notices are expected to be sent to licensees in early to mid-November 2025.

Agenda Item: Next Meeting

The next scheduled regular meeting is October 15, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:16am.

Respectfully submitted,

Andrew Sullivan, Chair
Date: September 17, 2025

Recorder/transcriber: Brittney Cheshier



October 15, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, October 15, 2025, at 10:00am via virtual.

The meeting was called to order by Andrew Sullivan, Chair, at 10:00 am, and attendance was taken.

Attendance

Board Members Present: Andrew Sullivan, Tamora Papas, Anthony Bolling, Marty Skolnik

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jacqueline Noisette, Deputy Associate Administrator; April Randall, Legislative and Public Affairs Officer, Occupational and Professional Licensing Administration

Legal Counsel: Agustin Villadares, Attorney Advisor, Office of the General Counsel

Public Member(s): Kimberly Brown (Office of the Open Government)
Lauren Sams (The CE Shop)
Tiffany Lewis
Scott Dibiasio (The Appraisal Institute)

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, September 17, 2025

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated September 17, 2025.

Agenda Item: Executive Session

At approximately 10:26am, the following motion was made:

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section



2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting resumed at 11:27am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the October 15, 2025, application list, administratively approved by OPL staff attached hereto, and made a part of the October 15, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the application for Matthew Anderson for DC Appraiser Certified General license.

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to defer the reinstatement application for Kelly Beigle. The Board will request the applicant to join the November 2025, board meeting to review work files completed while license was inactive.

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to temporarily deny the application for Joseph Miklochik for DC Temporary Appraiser Certified General license until an updated contract that meets the requirements is received.

Agenda Item: Complaints

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted to forward the matter of Parks v. Balogun to the review appraiser

The Board received a consent order from Maryland against licensee, Emmaunel Nimako, that licensee did not self-report to the Board. Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted to defer a determination on this matter, until the review report is received from Don Boucher in the matter of Rocket Close LLC v. Nimako.

Agenda Item: Education Committee Report

There were no continuing education applications received for approval since the September 17, 2025, board meeting.

Agenda Item: Budget Update

DLCP Program Manager, Leon Lewis, provided an update on the Real Estate Appraisal Fund.



Agenda Item: Correspondence

None.

Agenda Item: Old Business

None.

Agenda Item: New Business

Board Administrator, Brittney Cheshier, advised the Board that the USPAP course is scheduled for December 12, 2025, at the Martin Luther King Jr. Memorial Library.

Board Administrator, Brittney Cheshier, presented the Board with the proposed board meeting dates for the 2026 calendar year. Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling the Board voted to approve the proposed meeting dates for 2026.

Agenda Item: Next Meeting

The next scheduled regular meeting is December 17, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:33am.

Respectfully submitted,

Andrew Sullivan, Chair
Date: October 15, 2025

Recorder/transcriber: Brittney Cheshier



November 19, 2025
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, November 19, 2025, at 10:00am via virtual.

The meeting was called to order by Andrew Sullivan, Chair, at 10:03 am, and attendance was taken.

Attendance

Board Members Present: Andrew Sullivan, Tamora Papas, Anthony Bolling, Marty Skolnik

Staff: Brittney Cheshier, Board Administrator; Kevin Cyrus, Education Coordinator; Nicole Bramstedt, Legislative Affairs Specialist; Jacqueline Noisette, Deputy Associate Administrator, Occupational and Professional Licensing Administration

Legal Counsel: Agustin Villadares, Attorney Advisor, Office of the General Counsel

Public Member(s): Kelly Beigle
Jenifer Gausman
Bola Balogun
Erin Dixon
Ericka Simmons
Lauren Sams (The CE Shop)
Tiffany Lewis
Scott Dibiasio (The Appraisal Institute)

Agenda Item: Comments from the Public

None.

Agenda Item: Draft Minutes, October 15, 2025

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik, the Board voted unanimously to approve the draft minutes dated October 15, 2025.

Agenda Item: Executive Session

At approximately 10:22am, the following motion was made:



Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting resumed at 11:50am

Agenda Item: Application for Licensure Recommendations

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the November 19, 2025, application list, administratively approved by OPL staff attached hereto, and made a part of the November 19, 2025, minutes.

Agenda Item: Technical Applications

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the application for Rachel Denton for DC Temporary Appraiser Certified General license.

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the reinstatement application for Kelly Beigle for DC Appraiser Certified General.

Agenda Item: Complaints

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted to defer the matter of Parks v. Balogun until the review appraiser report is received.

The Board revisited the consent order from Maryland against licensee, Emmaunel Nimako, that licensee did not self-report to the Board. Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted to defer a determination on this matter, until the review report is received from the review appraiser in the matter of Rocket Close LLC v. Nimako.

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted that there was no violation in the matter of Brown v. Gausman.

Agenda Item: Education Committee Report

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik the Board voted unanimously to approve the attached education report for November 19, 2025.

Agenda Item: Budget Update



None.

Agenda Item: Correspondence

None.

Agenda Item: Old Business

Legislative Affairs Specialist, Nicole Bramstedt, advised the Board of upcoming oversight hearings with Councilman White. The legislative team will begin preparation with the Board chair to prepare for hearing scheduled for January 2026.

Legislative Affairs Specialist, Nicole Bramstedt, informed the Board of board member, Martin (Marty) Skolnik's, reappointment that took place on November 5, 2025.

Agenda Item: New Business

Board Administrator, Brittney Cheshier, advised the Board that the USPAP course is scheduled for December 12, 2025. Education Coordinator, Kevin Cyrus, confirmed the course will be held at DLCP.

Agenda Item: Next Meeting

The next scheduled regular meeting is December 17, 2025, via ZOOM.

Agenda Item: Adjournment

Upon a motion duly made by Mrs. Papas and properly seconded by Mr. Skolnik, the Board unanimously voted to adjourn. Meeting adjourned at 11:58am.

Respectfully submitted,

Andrew Sullivan, Chair
Date: November 19, 2025

Recorder/transcriber: Brittney Cheshier



December 18, 2024
DC Board of Real Estate Appraisers Meeting Minutes

****This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov ****

The District of Columbia Board of Real Estate Appraisers held its regularly scheduled meeting on Wednesday, December 18, 2024, at 10:00am via virtual.

The meeting was called to order by Tamora Papas, Chair, at 10:04 am, and attendance was taken.

Attendance

Board Members Present: Tamora Papas, Andrew Sullivan, Marty Skolnik, Anthony Bolling

Staff: Brittney Cheshier, Board Administrator; Leon Lewis, Program Manager; Kevin Cyrus, Education Coordinator; Jacqueline Noisette, Deputy Administrator, Business and Professional Licensing Administration; Nicole Bramstedt, Legislative Affairs Specialist

Legal Counsel: Marc Neilsen, Attorney, Office of the General Counsel

Public Member(s): Lauren Sams, The CE Shop
Anthony Scerbo, Office of the Open Government

Agenda Item: Comments from the Public

None.

Agenda Item: Executive Session

At approximately 10:34am, the following motion was made:

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding and to discuss:

Technical Applications
Complaints

The public session of the meeting was resumed at 11:00 am

Agenda Item: Draft Minutes, November 20, 2024



Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board voted unanimously to approve the draft minutes dated November 20, 2024.

Agenda Item: Application for Licensure Recommendations

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Skolnik the Board voted unanimously to approve the December 18, 2024, application list administratively approved by OPL staff, attached hereto, and made a part of the December 18, 2024, minutes.

Agenda Item: Technical Applications

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to extend the deadline for work product submission for applicant Robert Burns, until February 2025.

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to approve the reciprocity application for Brett Suszek, with a follow up request for a letter of good standing from Arizona.

Upon motion duly made by Mr. Sullivan, and properly seconded by Mr. Bolling the Board voted unanimously to approve the reinstatement application for Steven Kurtz.

Agenda Item: Complaints

None.

Agenda Item: Education Committee Report

Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the attached education report for December 18, 2024.

Agenda Item: Budget Update

Program Manager, Leon Lewis, provided an update on the Real Estate Appraisal Fund.

Agenda Item: Correspondence

Program Manager, Leon Lewis, informed the board of a survey that was sent out for the Course Approval Program (CAP).

Agenda Item: Old Business

Legal counsel Marc Nielsen provide an update on the education requirements for fair housing requirement that will be in place by January 1, 2026. Expected date for publishing the requirements is January, or February 2025.

Agenda Item: New Business

The Board was advised to confirm their attendance to the ACTS conference scheduled for April 2025 in San Antonio, TX. Board members were advised to submit hotel reservations for this conference.



The Board was advised about the upcoming training: Navigating the ASC Policy Statements for Effective Regulatory Compliance. Board members were advised to confirm their attendance. Upon a motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the board voted unanimously to approve the proposed meeting dates for 2025. The scheduled meetings will be held the third Wednesday of each month, except for August recess. The board voted to schedule the April meeting for April 23, 2025, due to DC Emancipation Day falling on the normal meeting day. The meeting dates are as follows:

January 15, 2025
February 19, 2025
March 19, 2025
April 23, 2025
May 21, 2025
June 18, 2025
July 16, 2025
August 2025 (Recess)
September 17, 2025
October 15, 2025
November 19, 2025
December 17, 2025

Agenda Item: Next Meeting

The next scheduled regular meeting is January 15, 2025, via ZOOM.

Agenda Item: Adjournment

Upon motion duly made by Mr. Sullivan and properly seconded by Mr. Bolling, the Board unanimously voted to adjourn. Meeting adjourned at 11:08 am.

Respectfully submitted,

Tamora K Papas

Tamora Papas, Chair
Date: December 18, 2024

Recorder/transcriber: Brittney Cheshier

Databases maintained by agency [Current FY]

Database name	Detailed description of information within database	Date of database establishment	Date of most recent database upgrade	Date of planned upgrade (if applicable)	Is the database public? (Y/N)	If publicly accessible, where can it be accessed?	If only a subset of database is publicly accessible, please describe the portion that is publicly accessible.
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N/A

