

**STATE COMMISSION OF REAL ESTATE APPRAISERS, APPRAISAL  
MANAGEMENT COMPANIES AND HOME INSPECTORS  
BUSINESS MEETING MINUTES**

**DATE:** December 13, 2016

**TIME:** 11:00 a.m.

**PLACE:** 500 N. Calvert Street  
2nd Floor Conference Room  
Baltimore, Maryland 21202

**PRESENT:** Commissioner Steven O'Farrell, Chair  
Commissioner George Fair  
Commissioner Derek Owings  
Commissioner Joseph Berk  
Commissioner Terry Dunkin  
Commissioner Anatol Polillo  
Commissioner Christopher Daniell  
Commissioner Joseph Norman  
Commissioner Helen Won  
Commissioner James Smith  
Commissioner Mike Ranelli  
Commissioner Denise Herndon  
Commissioner Harold Huggins  
Commissioner John Hamilton

**ABSENT:** Commissioner Michael Picarello

**OTHERS PRESENT:** Patricia Schott, Executive Director  
Sloane Fried Kinstler, Assistant Attorney General

**Call To Order**

Commissioner O'Farrell called the regular meeting of the Commission of Real Estate Appraisers, Appraisal Management Companies and Home Inspectors to order at 11:00 a.m.

**Introduction of Newly-Appointed Member**

Chairman O'Farrell introduced and welcomed newly-appointed member, John Hamilton, who is a financial institutions member of the Commission.

**Approval of Minutes**

The minutes of the Business Meeting held on October 11, 2016 were approved with

corrections. A Motion was made by Commissioner Pollio, seconded by Commissioner Huggins and by majority vote carried that the minutes of the Business Meeting be approved with corrections. Commissioner Huggins advised that he had abstained from voting on the August 9, 2016 minutes, which was not reflected in the October 11, 2016 minutes.

A motion was made by Commissioner Huggins, seconded by Commissioner Fair that the October 2016 minutes be changed to reflect that Commissioner Huggins abstained from voting on the August 9, 2016 minutes.

**Real Estate Appraiser Complaint Committee Report**

Commissioner O'Farrell reported to the Commission that the Appraiser Complaint Committee met prior to the public meeting and reviewed many items of business, which had been placed before the Committee. The disposition of which was as follows:

Complaints - 21 cases were reviewed;  
7 cases were dismissed; and  
14 cases were tabled.

The Appraiser Complaint Committee met prior to the public meeting in Executive Session, pursuant to Md. State Gov't Code Ann., § 10-508(a)(7), to receive the advice of counsel regarding the above-mentioned matters. A Motion was made by Commissioner Huggins and seconded by Commissioner Fair that the Commission accept the report and recommendations of the Appraiser Complaint Committee. This motion passed by a unanimous decision.

**Appraiser Education/Application Committee Report**

Commissioner O'Farrell reported that the Appraiser Education Committee met on this date and reviewed 3 courses, 2 were approved and 1 was denied. A Motion was made by Commissioner Fair, seconded by Commissioner Owings and unanimously carried that the Commission accept the recommendations of the Real Estate Appraiser Education Committee.

**Home Inspector Complaint Committee Report**

Commissioner George Fair reported that the Home Inspector Complaint Committee met prior to the public meeting and reviewed, with advice from counsel, 15 items of business, which had been placed before the Committee. The disposition of which was as follows:

Complaints - 10 cases were dismissed;  
1 case was referred to investigation; and  
4 cases were tabled.

A Motion was made by Commissioner Fair, seconded by Commissioner Norman and unanimously carried that the Commission accept the recommendations of the Home Inspector Complaint Committee.

**Assistant Attorney General's Report**

Assistant Attorney General Kinstler reminded the members of their obligation to comply with DLLR's legislative policy, which requires that, unless authorized by the Legislative Office, with the concurrence of DLLR's Secretary, a member of a board or commission cannot offer testimony to the General Assembly or contact members of the Legislature.

**Adjournment**

There being no further business to discuss, a Motion was made by Commissioner Fair, seconded by Commissioner Owings and unanimously carried that the meeting adjourn. The meeting adjourned at 11:30 a.m.

\_\_\_\_\_ Approved without corrections

\_\_\_\_\_ Approved with corrections

Signature on original  
Steven O'Farrell, Chairperson

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Date