

**REAL ESTATE APPRAISER ADVISORY COMMITTEE**

Professional and Vocational Licensing Division  
Department of Commerce and Consumer Affairs  
State of Hawaii

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Section 92-7(b), Hawaii Revised Statutes.

Date: Thursday, June 14, 2012

Time: 10:00 a.m.

Place: Queen Liliuokalani Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, Hawaii 96813

Present: Alan Conboy, Industry Member, Chairperson  
Paul Cool, Industry Member, Vice-Chairperson  
Richard Stellmacher, Industry Member  
Patrick Yamada, Financial Institution Member  
James Paige, Deputy Attorney General  
Jonathan Spiker, Law Student, AG Intern  
Alan Taniguchi, Executive Officer  
Lori Nishimura, Secretary

Excused: Beverly Kaku, Public Member  
Nancy Sato, Financial Institution Member  
James Wong, Public Member

Guests: Knud Lindgard

Call to Order: There being a quorum present, the meeting was called to order at 10:00 a.m. by Chairperson Conboy.

Additions/  
Revisions to the  
Agenda: None.

Approval of the  
April 4, 2012  
Meeting Minutes: After discussion, it was moved by Vice-Chairperson Cool, seconded by Mr. Stellmacher, and unanimously carried to approve the minutes of the April 4, 2012 meeting.

New Business:      a.      Review of Applications

None.

b.      Review of Courses

It was moved by Vice-Chairperson Cool, seconded by Mr. Stellmacher, and unanimously carried to ratify the following CAP approved courses:

**Course Provider:      Career Webschool dba Cengage Learning, Inc.**

Index #:      Course Title & Approved Hours:

12-176	Residential Appraisal Site Valuation & Cost Approach 15 QE/CE w/ exam 14 CE w/o exam
12-177	Residential Appraisal Site Valuation & Cost Approach, Internet 15 QE/CE w/ exam 14 CE w/o exam
12-178	Residential Market Analysis and Highest and Best Use 15 QE/CE w/ exam 14 CE w/o exam
12-179	Residential Market Analysis and Highest and Best Use, Internet 15 QE/CE w/ exam 14 CE w/o exam
12-180	Residential Report Writing & Case Studies 15 QE/CE w/ exam 14 CE w/o exam
12-181	Residential Report Writing & Case Studies, Internet 15 QE/CE w/ exam 14 CE w/o exam

Index #: Course Title & Approved Hours:

12-183 2012-2013 7-Hour Equivalent USPAP Update Course  
7 CE

Course Provider: McKissock, LP

12-173 Deriving and Supporting Adjustments – Live  
Webinar  
3 CE

12-174 Intro(duction) to Complex Appraisal Assignments –  
Live Webinar  
5 CE

12-175 Residential Report Writing and Case Studies,  
Internet  
15 QE/CE w/ exam  
14 CE w/o exam

It was moved by Vice-Chairperson Cool, seconded by  
Mr. Stellmacher, and unanimously carried to approve the  
following non-CAP approved courses, based on the initial  
review and recommendation by Vice-Chairperson Cool:

Index# Course Provider, Title & Approved Hours:

12-171 Appraisal Institute  
Marketability Studies – The Six Step Process &  
Basic Applications  
7 CE

12-172 Appraisal Institute  
Practical Regression Using Microsoft Excel  
14 CE

12-184 Appraisal Institute  
Case Studies in Appraising Green Commercial  
Buildings  
15 QE/CE w/ exam  
14 CE w/o exam

It was moved by Chairperson Conboy, seconded by Vice-Chairperson Cool, and unanimously carried to approve the following non-CAP approved course, based on the initial review and recommendation by Chairperson Conboy:

**Index#    Course Provider, Title & Approved Hours:**

12-182    The Seminar Group  
            Eminent Domain & Land Use in Hawaii  
            6 CE

c.    Administrative Rule Amendments

Executive Officer Taniguchi provided an update on the progress of the proposed rule amendments to Hawaii Administrative Rules (“HAR”) chapter 16-114, relating to real estate appraisers. He reported the Governor approved, on May 2, 2012, the Department’s request to hold a public hearing.

Chairperson Conboy inquired on the date of the public hearing. Executive Officer Taniguchi stated he will check on the date, as the next step in the Administrative Rules Adoption Procedure requires a mandatory 30 days notice of the public hearing with a statewide newspaper publication.

Unfinished Business:

Executive Officer Taniguchi stated the committee member term for “Financial Institution Member”, Nancy Sato, ends on June 30, 2012. Ms. Sato informed the Executive Officer that she would be “retiring” and declined serving another four (4) year term. Executive Officer Taniguchi then stated the qualifications for the impending committee member vacancy, pursuant to HAR 16-114-13(b), “shall have been employed in a position requiring familiarity with loan transactions by a savings and loan, a commercial bank, credit union, thrift, or similar institution for at least five years”. Mr. Taniguchi requested committee members to inform him and/or the Director of any person(s) who may be interested and qualified to join this committee.

Correspondence:    None.

Announcements:    None.

Real Estate Appraiser Advisory Committee  
Minutes of the June 14, 2012 Meeting  
Page 5

Next Meeting: Wednesday, August 1, 2012  
10:00 a.m.  
Queen Liliuokalani Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, Hawaii 96813

Adjournment: There being no further business to discuss, it was moved by Mr. Yamada, seconded by Mr. Stellmacher, and unanimously carried to adjourn the meeting at 10:07 a.m.

Taken and recorded by:

/s/ Lori Nishimura

\_\_\_\_\_  
Lori Nishimura  
Secretary

Reviewed and Approved by:

/s/ Alan Taniguchi

\_\_\_\_\_  
Alan Taniguchi  
Executive Officer

AT:ln

06/26/12

[ X ] Minutes approved as is.

[ ] Minutes approved with changes. See Minutes of \_\_\_\_\_.