

**MEETING SUMMARY**  
**NEW YORK STATE BOARD OF REAL ESTATE APPRAISAL**  
**August 3, 2023**

**I. CALL TO ORDER, INTRODUCTIONS and OFFICIAL ATTENDANCE**

The meeting was called to order at 1:00 p.m. S. Roefaro announced that this is an open meeting of the New York State Board of Real Estate Appraisal not a quorum present. The official attendance was as follows:

**BOARD MEMBERS**

Stephen Roefaro, Chair  
Carol DiSanto, Vice Chair  
Anthony Girasole  
Lillian Levy  
Eliezer Rodriguez

**DEPARTMENT OF STATE STAFF**

Jodi DeLollo  
David Mossberg  
John Goldman  
Jenna Berschwinger  
Emily Lupe  
Shannon Maguire  
Denise Tidings  
Alison Lacy  
Heidi Hicks  
Lauren Gallacchi

**EXCUSED**

Shanelle Washington  
Susan Baldwin

**VISITORS**

Rebecca Jones

- A. Welcome New Public Members** – S. Roefaro introduced Shanelle Washington and Susan Baldwin.
- B. Approval of Meeting Summaries** – S. Roefaro asked for a motion to approve the 5-12-22 All members were in favor upon the edit that needed to be made in Section B PAREA AQB presentations, fifth line, where it says apprentice, it should say supervisor.

**II. DEPARTMENT REPORTS**

- A. Enforcement/Continuing Education Audits** – J. Goldman reported on the time period of June 1, 2022, to June 1, 2023, During that time there are 12 newly opened cases that remain open to this day, 47 cases were closed. 16 were referred for hearing, and 14 - open cases. J. Goldman stated that the enforcement team is still actively recruiting new regional advisors although the RA roster increased from last year.
- B. Processing Report** - E. Lupe reported on licensing statistics for May 2022 and May 2023 on the number of Real Estate Appraisers broken down by county, class code or license type, the numbers are consistent.

- C. **Education Update** – Alison Lacy stated, Beginning in April of 2023 the Bureau of Educational Standards has been auditing appraiser licensees for the required continuing education. Appraiser licensees are required to take 28 hours of continuing ed, must include the most recent 7 hours of continuing ed, must include the most recent 7-hour USPAP update, and a course on fair housing, fair lending. So far 31 appraiser licensees have been audited, 23 complied and out of the 8 remaining 5 still are within the time frame to respond.

### III. New Business

- A. **USPAP Update** – D. Mossberg reported on the possibility of having the Board consider and vote to adopt the upcoming USPAP update. Currently the regulations provide that appraisers conducting appraisals have to follow the standards set forth in the 2020 to the 2021 edition of the USPAP because of COVID, that edition had been extended and not changed. changes are set to go into effect at the start of 2024. New York updates statutes and regs to conform to USPAP every time they make the change, unfortunately there will not be any voting today. as soon as the upcoming edition of the USPAP, a meeting will be scheduled.
- B. **Role and Responsibilities of the Board-** D.Mossberg stated that the purpose of the Board is to ensure that the Board members are aware of their duties and the duties that are unique or distinct to the Department of State. David also announced that the board is created under 160-C of the New York Executive Law provides a, which defines the terms of the office, how many people are appointed and how many times they meet. Section 160-D the New York Executive Law provides a description of the Board's powers and duties.
- C. **PAREA Update-** J. Delollo gave an update regarding AQB recommending that New York State adopt the PAREA fully, the Board should meet to come up with their recommendations. AQB Passed an amendment for a new course they require an exam on fair housing.
- D. **Next Meeting Date** -Thursday, November 16th at 1:00 pm – Lauren Gallacchi

- IV. **Adjournment** – S. Roefaro called for an adjournment of the August 3rd, 2023 Meeting.