

**State Board of Assessors
Meeting Minutes
Remote Meeting
Tuesday, May 19, 2020**

Chairperson Gregg Larson convened the meeting at 8:30am.

Board members in attendance:

Gary Amundson	Joy Kanne
Charlie Blekre	Gregg Larson
Andrea Fish	Mike Reed
Jane Grossinger	Lori Schwendemann
Reed Heidelberger	

Agenda for the May 19, 2020 meeting was reviewed. Jane Grossinger moved to approve the agenda. Mike Reed seconded the motion. The motion carried.

Minutes of the March 10, 2020 meeting were reviewed. Reed Heidelberger moved to approve the minutes. Mike Reed seconded the motion. The motion carried.

Updates

- **Form Report Update**

Dates	Submitted Reports	Approved Reports	Rejected Reports	Reports being Graded
July 1, 2013 – December 31, 2013	6	6	0	0
January 1, 2014 – December 31, 2014	24	24	0	0
January 1, 2015 – December 31, 2015	27	27	0	0
January 1, 2016 – December 31, 2016	57	57	0	0
January 1, 2017 – December 31, 2017	26	26	0	0
January 1, 2018 – December 31, 2018	25	24	1	0
January 1, 2019 – December 31, 2019	28	26	2	0
January 1, 2020 – May 19, 2020	21	13	2	6
Passed Reports (7/1/2013 – 5/19/2020)	Received AMA	Received SAMA	Received CMAS	Have not applied for AMA
203	154	14	5	35

Updates (cont.)

- **Form Report Grader:** Dave Parsons has completed the form report graders training and will start grading reports.
- **AMA Waiver Exam:** 11 assessors took the exam, 7 passed and 4 failed.
- **Rule Change:** The deadline to submit a comment for proposed changes expired on April 29, 2020. We received 9 responses, and no requests for hearings. The Board's attorney contacted the Governor's office to get the final rule draft approved. We received approval from the Governor's office on May 18, 2020 to proceed with the rule changes. The rule change documents will be sent to the Office of Administrative Hearings for review this week. The judge will have 14 days to review the rule for legality.
- **Complaint Summary:** Since March 2020, the Department of Revenue received one new homestead complaint. The only open complaints are homestead related and a responsibility of the associated counties. At this time all investigations have been closed, and no new cases have been opened.
- **MAAO Curriculum & Assessor Standards Committee Update by Gary Amundson:** The committee is moving forward with publishing the AMA standards, then will start working on the CMA and SAMA standards.

Approved Continuing Education Hours Requests

- **2019 IAAO Annual Conference on Assessment Administration:** Ann Miller requested CEH's for this conference, which was held on September 8-11, 2019, in Niagara Falls, Ontario Canada sponsored by IAAO. The board's continuing education committee approved this request for 14.5 hours of continuing education. The sessions approved were those that Ann Miller attended.
- **The Fundamentals of Appraising Luxury Homes:** Rolf Erickson requested the board review this online course sponsored by McKissock for continuing education. The board's continuing education committee approved this request for 4 hours of continuing education.
- **Solar Seminar:** Jean Popp requested CEH's for this seminar which will be combined with the board-approved Hemp seminar that will be held virtually and sponsored by MAAO. The board's continuing education committee approved this request for 4 hours of continuing education.
- **Understanding and Appraising Residential REO's:** Vickie Sullivan requested the board review this online course sponsored by Appraisal Institute for continuing education. The board's continuing education committee approved this request for 4 hours of continuing education.
- **Understanding Luxury Home Features:** Rolf Erickson requested the board review this online course sponsored by McKissock for continuing education. The board's continuing education committee approved this request for 7 hours of continuing education.
- **Where Did That Number Come From? Supporting Value Conclusions for Assessments, Appeals & Tax Court:** Brett Hall requested the board review this seminar to increase the CEH's for this previously approved seminar. The board's continuing education committee approved this request for 4 hours of continuing education.

Denied Continuing Education Hours Requests

- **Salesperson & Broker Required Module Agency, Fair Housing & Energy Efficiency: Rolf Erickson** requested CEH's for this online course sponsored by McKissock for 3.75 continuing education hours. The consensus of the CEH committee was that this online course did not have enough assessment related education to consider it for continuing education.

Request for Assessor Accreditation Waiver

Jane Grossinger made a motion to grant the Assessor Accreditation Waiver to the following individuals.

Donald Palmer, City of Bloomington

Scott Sutherland, St. Louis County

Thomas Wermerskirchen, Scott County

Joy Kanne seconded the motion. The motion carried.

Jane Grossinger made a motion to deny the Assessor Accreditation Waiver to the following individual.

Dale Hansen, Local Assessor in Redwood County

Joy Kanne seconded the motion. The motion carried with seven yes votes and two no votes.

Application for Certified Minnesota Assessor

Jane Grossinger made a motion to award the Certified Minnesota Assessor license to the following individual.

Philip Zimpel, Pope County

Lori Schwendemann seconded the motion. The motion carried.

Applications for Temporary Minnesota Assessor

Mike Reed made a motion to award the Temporary Minnesota Assessor income qualified license to the following individual.

James Wise, City of Eden Prairie

Lori Schwendemann seconded the motion. The motion carried.

Application for Accredited Minnesota Assessor

Reed Heidelberger made a motion to award the Accredited Minnesota Assessor license to the following individuals, with the stipulation for Shannon Sailer to successfully pass the 15-hour USPAP course.

Amy Belfiori, Dakota County

Shannon Sailer, Dakota County

John Thompson, Renville County

Andrea Fish seconded the motion. The motion carried.

Discussion Items

- **MAAO Online Seminars:** After discussing all of the concerns and hearing MAAO's plan to ensure the students receive quality education and monitor the attendance closely, the board made the following motion.

Lori Schwendemann made a motion to approve the following MAAO online seminars as a one-time approval in light of the COVID-19 pandemic. Mike Reed seconded the motion. The motion carried.

- Manufactured Homes & Hemp as an Agricultural Product
 - Form Report
 - Income Approach Concepts and Techniques
 - Short Term Rentals
- **Policy Changes after Rule Changes are Adopted:** The board discussed the following policy changes.
 - Remove the Elective and 15-Hour USPAP course from the Designations and Fee Appraiser.
 - Remove the Elective course from the Real Estate Degree.
 - Remove AMA from the Assessment Administration course.
 - Remove the Assessment Administration course and College Courses as an elective.
 - Remove the two 15-hour courses to be used as an elective.

Joy Kanne made a motion to align the board policies with these changes once the rules are adopted. Jane Grossinger seconded the motion. The motion carried.

Discussion Items (cont.)

- **Continuing Education Course (CEH) List:** Board members will be auditing the existing board approved online courses to ensure they are providing quality assessment related education.
- **Licensure Requirements & Rules Changes:** Board members will research the existing board approved licensure courses to see which 15-hour courses will meet the property specific course requirement for the AMA license. They will also research the options for the Management and Leadership courses required for the SAMA license.

The chairperson set the next meeting date as Tuesday, July 14, 2020 at the St. Michael City Center in St. Michael, MN at 8:30 am.

Charlie Blekre made a motion to pay the expenses for the meeting. Andrea Fish seconded the motion. The motion carried.

Charlie Blekre made a motion to adjourn the meeting. Jane Grossinger seconded the motion. The motion carried.