

**FFIEC-APPRAISAL SUBCOMMITTEE  
MEETING MINUTES  
JUNE 14, 2000**

ATTENDEES: T. Watson (OCC), G. Gibbs (FRB), M. Holman (HUD), O. Cole (NCUA Voting Alternate), J. Price (OTS), J. Snyder (FDIC). **Permanent staff:** B. Henson (Executive Director), V. Ledbetter (Appraisal Policy Manager), L. Schuster (Administrative Officer), R. Seward (Information Management Specialist), M. Weinberg (General Counsel). **Other:** D. Deale (OTS).

ABSENT: K. Gearheard (Senior Appraisal Policy Manager), D. Greene (Appraisal Policy Manager), H. Yolles (NCUA).

The meeting was called to order at 11:10 a.m.

**ADMINISTRATIVE MATTERS**

- **Meeting Minutes** – G. Gibbs moved for approval of the April 12<sup>th</sup> minutes with edits, and J. Snyder seconded. All members present approved.

**ACTION**

- **Letter to States regarding “distance education” courses and AQB criteria** – B. Henson said that this letter is a reminder to States of the distance education course requirements contained in the AQB criteria. T. Watson questioned whether the concern was with the course content or the delivery method. B. Henson responded that the issue revolved around delivery, not content. B. Henson explained that the distance education provisions originally were intended to address “correspondence” courses. In recent years, however, numerous course providers have begun to offer courses via the Internet. B. Henson said that we encourage the States to approve qualified Internet courses so appraisers in sparsely populated areas could receive qualifying and continuing education. O. Cole noted that the White House has asked Federal agencies to let their employees take training courses over the Internet. It is our duty under Title XI to ensure that States comply with AQB requirements. G. Gibbs moved that the letter be edited and sent out for notation vote and that the staff discuss this matter with the AQB. M. Holman seconded and all members present approved.
- **Arkansas field review and draft letter** – B. Henson presented the field review report and draft letter. He noted that D. Greene and K. Gearheard conducted the review, but he was making the presentation in their absence. He said that, in 1997, Arkansas raised the issue of carrying over excess continuing education hours from one renewal cycle to another. We notified Arkansas that this did not conform to the AQB Criteria. G. Gibbs moved for acceptance of the Arkansas field review report. She also moved for approval of the draft letter with edits and delegated authority to

the Chairman to review and sign the letter. M. Holman seconded, and all members present approved.

- **Massachusetts field review and draft letter** – B. Henson presented the field review report in the absence of K. Gearheard and D. Greene. After a brief discussion, G. Gibbs moved for acceptance of the Massachusetts field review report. She also moved for approval of the draft letter with edits and delegated authority to the Chairman to review and sign the letter. O. Cole seconded, and all members present approved.
- **Texas field review and draft letter** – V. Ledbetter presented the field review report and letter. G. Gibbs moved for acceptance of the Texas field review report. She also moved for approval of the draft letter with edits and delegated authority to the Chairman to review and sign the letter. M. Holman seconded, and all members present approved.
- **Colorado field review and draft letter** – V. Ledbetter presented the field review report and draft letter. G. Gibbs moved for acceptance of the Colorado field review report. She also moved for approval of the draft letter with edits and delegated authority to the Chairman to review and sign the letter. O. Cole seconded, and all members present approved.
- **Nevada field review and draft letter** – V. Ledbetter presented the field review report and draft letter G. Gibbs moved for acceptance of the Nevada field review report. She also moved for approval of the draft letter with edits and delegated authority to the Chairman to review and sign the letter. M. Holman seconded, and all members present approved.
- **December 1999 grant reimbursement request from the Appraisal Foundation** – B. Henson said that the Appraisal Foundation has spent \$595,000 of the requested \$800,000 for 1999. He said that he recently received a “reprogramming” request from the Foundation in the amount of \$51,025, but has not yet had a chance to review it. If that amount were approved, it would leave about \$150,000 in unspent funds for the 1999 grant. J. Snyder moved for approval of the 1999 grant reimbursement request in the amount of \$70,202, and M. Holman seconded. All members present approved. T. Watson moved to delegate authority to B. Henson to approve the “reprogramming” request of approximately \$50,000 in 1999 grant funds provided the Foundation submitted supporting documentation that satisfied B. Henson. J. Snyder moved and M. Holman seconded; all members present approved.
- **Appraisal Foundation reprogramming reimbursement ratification** – B. Henson stated that the ASC’s December 1999 meeting minutes did not fully reflect the action taken by the ASC to approve the Foundation’s \$24,889.78 reprogramming request. He asked that the ASC ratify his action to ensure that there was not misunderstanding regarding the delegated action. The ASC unanimously ratified B. Henson’s approval.

- The meeting adjourned at 2:40 pm. The next meeting is scheduled for July 12, 2000.