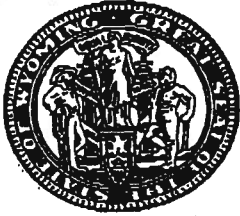


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## Wyoming Certified Real Estate Appraiser Board

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MEMBER - ASSOCIATION OF APPRAISER REGULATORY OFFICIALS

October 22, 2007

Virginia Gibbs, Chairman  
 Appraisal Subcommittee  
 2000 K Street, NW  
 Suite 310

Dear Chairman Gibbs:

I am writing on behalf of the Wyoming Certified Real Estate Appraiser Board ("the Board") in response to the August 6, 2007 Field Review letter. The Board and staff understand the issues presented in the letter and are working diligently to comply with the important concerns mentioned in the letter. Specifically, the Board has adopted and implemented the following procedures regarding complaints:

1. In order to expedite the complaint, investigation and resolution process and to fully comply with Title XI and Policy Statement 10, the Board is going to meet more frequently than it has in the past and the Board members are going to be more "hands on" during the complaint resolution process to the extent Wyoming law allows.
2. Within 10 days of the Board's receipt of a complaint, the executive director shall appoint a liaison board member and send the complaint file, including a copy of the original complaint and any responses submitted by the respondent to the liaison board member and the prosecuting assistant attorney general.
3. Within 14 days of receipt of the final investigative report, the board liaison, the investigator and executive director shall discuss the merits of the complaint and decide how to proceed and on what terms.
4. The investigator shall forward the liaison board member recommendation to the prosecuting attorney general, in writing, within two (2) days of the liaison recommendation.
5. The liaison board member, investigator and prosecuting assistant attorney general shall confer frequently during the investigation/settlement process to assure the complaint is processed in a timely manner.
6. Within 180 days of receipt of the original complaint the board liaison shall make a recommendation to the Board for formal disciplinary action, dismissal or settlement.

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Ms. Virginia Gibbs

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7. The staff and liaison board member shall closely monitor the complaint through resolution of the complaint and closing the docket. All procedures shall be accomplished within one year from time of complaint filing date per Title XI and Policy Statement 10, absent special circumstances. Every effort will be made to complete administrative hearings within the one-year time frame, however, hearings, and particularly appeals of hearings, often take several months to years, respectively, to complete.

In order to bolster the progress of complaints and settlements awaiting attorney general action, the new Board Chairman, Darwin Pace, new Board member Loni Hillyard and Executive Director Donna Rice, met with newly appointed Attorney General Bruce Salzburg on September 18. Attorney General Salzburg said he would assist the Board in meeting federal requirements.

The Board and staff noted the second issue raised in the Field Review Letter regarding appraisers changing status from "inactive" to "active" and the required continuing education to activate a permit. The Board will adopt the following rule—subject to the approval of the attorney general—during their next meeting:

Chapter I, Section 11(a)(ii) When an inactive permittee activates a permit, the permittee must show proof of successful completion of 45 hours of continuing education including the most current 7 hour National USPAP Update Course or all continuing education required if the permittee had been an active permittee.

The promulgation of rules requires at least 90 days; we will begin immediately. We will send copies of the proposed rule and public notices to you throughout the proceedings.

Thank you for your work in protecting and enhancing the integrity of appraisals and appraisers. We look forward to fully complying with the Appraisal Subcommittee requirements and a successful 2009 Field Review.

Sincerely,  
Wyoming Certified Real Estate Appraiser Board

Darwin Pace  
Chairman