

## **REAL ESTATE APPRAISER ADVISORY COMMITTEE**

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

### MINUTES OF MEETING

Date: June 1, 2022

Time: 10:00 a.m.

In-Person Meeting Location: Queen Liliuokalani Conference Room  
HRH King Kalakaua Building  
335 Merchant Street, First Floor  
Honolulu, Hawaii 96813

Virtual Participation: Virtual Videoconference Meeting – Zoom Webinar  
(use link below)  
<https://dcca-hawaii-gov.zoom.us/j/96072314198>

Present: Shelly H. Tanaka, Industry Member, Chairperson  
Fernando Benavente, Industry Member, Vice-Chairperson  
Aimee Yamamoto, Industry Member  
Lars B. Larson, Public Member  
Brian Brennan Financial Institution Member  
James Paige, Deputy Attorney General (“DAG”)  
Sherman Takao, Executive Officer  
Leanne Abe, Secretary  
Kellie Teraoka, Secretary  
Mia Hoang, Technical Support

Excused: None.

Guests: Leslie Noel  
Olivia Lee

Agenda: The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Hawaii Revised Statutes (“HRS”) section 92-7(b).

A brief video was played to explain procedures for this virtual meeting and how members of the public can participate and interact with the Committee during the meeting.

Call to Order: There being a quorum present, the meeting was called to order at 10:06 a.m. by Chairperson Tanaka.

Chairperson Tanaka proceeded with roll call. All Committee members were present.

Approval of the  
April 6, 2022  
Meeting Minutes:

Chairperson Tanaka asked if any members of the public would like to provide oral testimony on this agenda item. There were none.

After discussion, it was moved by Chairperson Tanaka, seconded by Mr. Larson, and unanimously carried to approve the April 6, 2022 meeting minutes as circulated.

New Business:

Chairperson Tanaka asked if any members of the public would like to provide oral testimony on this agenda item. There were none.

A. Review of Application

- 1) Olivia Lee  
( Certified Residential Appraiser )

Chairperson Tanaka stated that she reviewed the Certified Residential Appraiser (“CRA”) application of Olivia Lee and concluded that she met the all the requirements for CRA licensure, and recommends approval. After discussion, it was moved by Chairperson Tanaka, seconded by Vice-Chairperson Benavente, and unanimously carried to approve the CRA application for license of Olivia Lee.

B. Review of Courses

After discussion, it was moved by Chairperson Tanaka, seconded by Mr. Larson, and unanimously carried to ratify the approval of the following renewed and/or CAP approved courses:

**Course Provider: Appraisal Institute**

<u>Index #:</u>	<u>Course Title &amp; Approved Hours</u>
22-237	General Appraiser Report Writing and Case Studies [classroom] 30 QE w/exam 30 CE w/exam 28 CE w/o exam

- 22-238 Rural Area Appraisal: Freddie Mac Guidelines and Property Eligibility Requirements  
[classroom]  
7 CE
- 22-239 Online Rapid Response: Market Analysis in Volatile Markets  
7 CE
- 22-240 Appraisal of Manufactured Homes  
7.5 CE

**Course Provider: McKissock, LP**

- Index #: Course Title & Approved Hours
- 22-241 Residential Property Measurement and ANSI Z765  
4 CE
- 22-242 Learning From The Mistakes of Other Appraisal Disciplinary Case Studies  
[classroom]  
3 CE

After discussion, it was moved by Chairperson Tanaka, seconded by Ms. Yamamoto, and unanimously carried to ratify the approval of the following CAP approved course:

**Course Provider: American Continuing Education Institute d.b.a. Calypso Continuing Education**

- Index #: Course Title & Approved Hours
- 22-243 2022-2023 7-Hour Equivalent USPAP Update Course  
7 CE

After discussion, it was moved by Chairperson Tanaka, seconded by Ms. Yamamoto, and unanimously carried to approve the following courses, based on the initial review and recommendations by Chairperson Tanaka:

**Course Provider: Hawaii Chapter of the Appraisal Institute**

- Index #: Course Title & Approved Hours

- |        |  |
|--------|--|
| 22-244 | Smart Risk Management for Appraisers (101)<br>4 CE                 |
| 22-245 | Six Recent Appraiser Lawsuits and the Lessons From<br>Each<br>3 CE |
| 22-246 | 2022-2023 7-Hour Equivalent USPAP Update Course<br>7 CE            |

After discussion, it was moved by Chairperson Tanaka, seconded by Ms. Yamamoto, and unanimously carried to approve the following courses, based on the initial review and recommendations by Vice-Chairperson Benavente:

**Course Provider: Appraisal Institute**

<u>Index #:</u>	<u>Course Title &amp; Approved Hours</u>
22-247	AI Annual Conference, Day 1 5 CE
22-248	AI Annual Conference, Day 2 5 CE

Announcements: None.

Next Meeting: Wednesday, August 3, 2022  
10:00 a.m.

In-Person: Queen Liliuokalani Conference Room  
HRH King Kalakaua Building  
335 Merchant Street, First Floor  
Honolulu, Hawaii 96813

Virtual Participation: Virtual Videoconference Meeting  
Zoom Webinar

Adjournment: There being no further business to discuss at this time, the meeting adjourned at 10:14 a.m.

Taken and recorded by:

/s/ Leanne Abe

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Leanne Abe  
Secretary

Reviewed and Approved by:

/s/ Sherman Takao

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Sherman Takao  
Executive Officer

ST:la

6/1/22

Minutes approved as is.

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