

**State Board of Assessors
Meeting Minutes
Tuesday, November 19, 2024**

Chairperson Jane Grossinger called the meeting to order at 8:30 a.m.

Board members in attendance:

Pat Grengs	Mark Vagts
Jane Grossinger	Kelly Ydstie
Anne Grunert	
Ryan Johnson	
David Parsons	

Mike Reed and Averi Turner were unable to attend.

Agenda for the November 19, 2024 meeting was reviewed. Ryan Johnson motioned to approve the agenda. Anne Grunert seconded the motion. The motion carried.

Minutes of the September 10, 2024 meeting were reviewed. David Parsons moved to approve the minutes. Anne Grunert seconded the motion. The motion carried.

Updates

- **Form Report:** Since July 1, 2024, the start of fiscal year 2025, 31 reports have been submitted, 21 reports were approved, one report is being graded, and 14 assessors received their AMA.
- **Complaint Summary:** Since September 2024, the Department of Revenue has received one new complaint, and closed two complaints after review. No new investigations have been opened.
- **MAAO Conference Content Committee:** No updates.
- **MAAO Curriculum & Assessor Standards Committee:** The most recent meeting was August 30, 2024; next meeting TBD.
- **MAAO Executive Board and Ad Hoc Committees:** David Parsons provided an update.
- **CEH Committee:** Online courses previously approved during the 2020-2024 licensing cycle were reviewed. The list of board-approved continuing education was updated with the results.
- **Assessor Standards:** The assessor standards have been added to the board's website and sponsoring organizations seeking approval of CEHs must now submit a proposed list of standards along with their course approval request.
- **Trainee Exposure Checklist:** The First Year Exposure Checklist has been renamed the Trainee Exposure Checklist for clarity.
- **Licensure Course Review:** 32 out of 63 licensure courses have been reviewed. ***All reviews are to be completed by 12/31/2024.***

Discussion Items

- **2025 Board Meeting Schedule:** The board reviewed the list of 2025 proposed meeting dates. Anne Grunert made a motion to approve the meeting dates; Kelly Ydstie seconded. The motion passed with none opposed.
 - **Tuesday, January 14** – In St. Michael at the St. Michael City Center
 - **Tuesday, March 11** – In St. Michael at the St. Michael City Center
 - **Tuesday, May 13** – In St. Michael at the St. Michael City Center
 - **Tuesday, July 8** – In St. Michael at the St. Michael City Center
 - **Tuesday, September 9** – In St. Michael at the St. Michael City Center
 - **Tuesday, November 18** – In St. Michael at the St. Michael City Center

Discussion Items (continued)

- **Future Statute and Rule Changes:** The subcommittee of Jane Grossinger, Anne Grunert, David Parsons, and Kelly Ydstie discussed options for assessors who have missed their AMA deadline. A short message was sent to county assessors requesting they share how the AMA deadline affects their hiring processes. There has been a response rate of ~10%. The board will continue to discuss future rule changes.
- **USPAP:** David Parsons spoke with Brett Hall; they are proposing that USPAP be required for those seeking the AMA or SAMA license. Future rule changes will include the 15-hour USPAP course as a continuing education requirement for SAMA licensees.

Approved Continuing Education Hours Requests

- **2024 IAAO Annual Conference & Exhibition:** The CEH committee reviewed this conference, sponsored by IAAO, that was held August 26 - 28, 2024 in Denver, CO for up to 13 CEHs.
- **2024 State Assessed Fall Forum:** The CEH committee reviewed this conference, sponsored by DOR - PACE, that will be held November 20, 2024 in St. Paul, MN for 4.5 CEHs.
- **Being a Good Resource:** The CEH committee reviewed this course, sponsored by DOR - PACE, that will be held October 10, 2024 in Cambridge, MN and October 27, 2024 in Owatonna, MN for 3 CEHs.
- **How to Prepare for the Upcoming Exempt Year:** The CEH committee reviewed this course, sponsored by DOR - PACE, which will be offered online December 3, 5, 12, and 19, 2024 for 3 CEHs.
- **Introduction to Fractional Homesteads:** The CEH committee reviewed this course, sponsored by DOR - PACE, that will be held November 7, 14, and 19, 2024 for 2 CEHs.
- **Introduction to the Basic Income Approach:** The CEH committee reviewed this course, sponsored by MAAO, which was offered August 5-6, 2024 in Maple Grove, MN for 15 CEHs.
- **Preparing for Board of Appeals Season:** The CEH committee reviewed this course, sponsored by DOR - PACE, that will be held online at a yet-to-be-determined date for 2 CEHs.
- **Region 9 Meeting: Twin Cities Market Update:** The CEH committee reviewed this course, sponsored by MAAO, which was offered October 10, 2024 in Bloomington, MN for 1 CEH.
- **Review of 2020-2024 Approved Online Courses:** The CEH committee reviewed courses approved during previous licensing cycles.
- **The Appraiser as an Expert Witness: Preparation and Testimony:** The CEH committee reviewed this course, sponsored by Appraisal Institute, which will be offered January 23-24, 2025 in Lake Elmo, MN for 15 CEHs.

Denied Continuing Education Hours Requests

- **Review of 2020-2024 Approved Online Courses**
 - **Understanding and Appraising Residential REO's:** Providing a valuation service of a REO property is not relevant to work done in an assessor's office.
 - **Appraisal of REO & Foreclosure Properties:** Providing a valuation service of a REO property is not relevant to work done in an assessor's office.
 - **The FHA Handbook 4000.1:** An understanding of 4000.1 and providing a valuation service of FHA Properties is not considered relevant to work done in an assessor's office.

Approved Applications for Certified Minnesota Assessor

- **Corrina Dvorak**, Crow Wing County
- **Shane Gurek**, Anoka County
- **Dan Lundgren**, Scott County
- **Sandra Nims**, Hubbard County
- **Robert Willhite**, Hennepin County

Approved Applications for Certified Minnesota Assessor IQ

- **Elizabeth Fruth**, City of St. Cloud
- **Jaden Houwman**, Itasca County
- **Dan Lundgren**, Scott County
- **Miranda Myers**, Itasca County
- **Skyler Rawling**, Dakota County
- **Callie Saumweber**, City of Eden Prairie

Approved Applications for Accredited Minnesota Assessor

- **Matthew Banker**, City of Minneapolis
- **Jessica Cummings-Hart**, City of Brooklyn Park
- **Richard Heffner**, Wabasha County
- **Ryan Kirby**, City of Anoka
- **Rhonda Olson**, City of Minneapolis
- **Anthony Ruzek**, Carver County
- **Julie Stahl (Geerdes)**, Lac qui Parle County

Applications for Senior Accredited Minnesota Assessor

- Anne Grunert made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Marti Sip, Norman County
Ryan Johnson seconded the motion. The motion carried with none opposed.
- Ryan Johnson made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Jonathan Graves, Blue Earth County
David Parsons seconded the motion. The motion carried with none opposed.
- Mark Vagts made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Christopher Joelson, City of Minneapolis
Pat Grengs seconded the motion. The motion carried with none opposed.
- Anne Grunert made a motion to invite the following individual back for a second interview.
Kaleb Bessler, Beltrami County
Kelly Ydstie seconded the motion. The motion carried with none opposed.
- Anne Grunert made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Kerri Heim, Chippewa County
David Parsons seconded the motion. The motion carried with none opposed.
- David Parsons made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Stacy Bannor, Beltrami County
Anne Grunert seconded the motion. The motion carried with none opposed.
- David Parsons made a motion to award the Senior Accredited Minnesota Assessor license to the following individual.
Amber Hansen, Murray County
Anne Grunert seconded the motion. The motion carried with none opposed.

The chairperson set the next meeting date as Tuesday, January 14, 2025, at St. Michael City Center, St. Michael, MN at 8:30 am.

Kelly Ydstie made a motion to pay the expenses for the meeting. Anne Grunert seconded the motion. The motion carried.

Ryan Johnson made a motion to adjourn the meeting. Kelly Ydstie seconded the motion. The motion carried.