

**MEETING MINUTES**  
**Appraiser Certification Program Advisory Council**  
via Microsoft Teams  
or Call: +1 605.679.7263, ID: 601 098 174#  
Wednesday, April 23, 2025, 2:00 p.m. CDT

The meeting was called to order at 2:04 p.m., Program Director Tyler Evins, Presided.

Members Present:   Bret Afdahl  
                          Amy Frink  
                          Scott Kopplin  
                          Matt Van Zee

Members Absent:    Alan Hatzenbeller  
                          Kimberly Larson  
                          Melissa Miller  
                          Paul Reisch

Others Present:     Tyler Evins, Program Director  
                          Jodi Aumer, Director for Professional Licensing  
                          Jerry McCabe, Director, Division of labor &  
                          Management

No Public Comment was made during the public comment period.

Evins summarized the March 2025 follow-up compliance review report the Program received from ASC. Evins noted that the program has shown improvements in 10 of the 11 compliance categories, with only one category out of compliance.

Evins discussed the many updates the program has made to its procedures including, standardized application processes, document tracking, online applications and payments, and checklists to ensure consistency and accuracy.

The council discussed the compliance review and the categories where areas of concern or non-compliance were noted.

The council would like to increase the in-person meetings per year from one to two. They also suggested that the Program discuss proposed rules package with the advisory council before officially beginning the formal process.

Evins summarized the new rules package and the number of open applications within the program.

The council discussed the number of licensed appraisers in the state. Appraisers have been retiring but the total number of licensees has remained consistent over the last few years.

Members of the Council shared their thoughts on appraisers hiring data collectors to visit properties, take photos, and measure the buildings.

Meeting adjourned at 2:49 p.m.