

Meeting Minutes
Appraiser Certification Program Advisory Council
via Microsoft Teams
Wednesday, December 17, 2025, 2:00 p.m. CST

The meeting was called to order at 2:00 p.m., Executive Director Matt McPherson, presided.

Members Present: Scott Kopplin
Amy Frink
Paul Reisch
Kimberly Larson
Matt Van Zee

Members Absent:

Others Present: Matt McPherson, Executive Director
Jerry McCabe, Director, Division of Labor & Management
Del Bartels
William DuVall

McPherson reported on the total number of licenses and courses from July 1st to December 9th.

The Council discussed data collectors and the 7-hour Qualifying Education Course on Fair and Biased Values.

The Council discussed Demonstration Reports. The ACP has reached out to other states as to how they handle demonstration reports. The Council recommended speaking to assessors on how they went through the process to become licensed appraisers. McCabe recommend to speaking to Secretary Marcia Hultman on how to proceed. Discussion will continue at the March 2026 meeting.

The council discussed adding a new member to the council to replace the member who has stepped down.

The Council would like to create a policy for council membership including term length and the selection process.

The Council wants the Appraiser Management Companies list back on the website.

2026 meeting dates were decided on:

- Wednesday, March 18 at 10 a.m.
- Wednesday, June 17 at 10 a.m.
- Wednesday, September 16 at 1 p.m. – in person
- Wednesday, December 16 at 10 a.m.

Meeting adjourned at 2:45 p.m.