

Training Governance Minutes – January 20, 2005

Present: Cathy Conklin, Sally Cooney, David Jackson, Cyndy Knox, Eugene Monaco
Syracuse: Jeff Bartholomew (Facilitator), Nelson Bills, Tom Bloodgood, Tom Frey,
John Zukowski,
Additional Resources: Mark Twentyman, Maureen Wetter, Bob Wright
Recorder: Joan Wiech
Absent: Suzette Booy, David Briggs

Program Proposal for 2007

Rule amendment to **188-2.6 (b) (8) (iii) (Farm Appraisal)**

The first issue discussed was the current criteria defined in rules that determines whether an assessor is required to take the Farm Appraisal course. Mark Twentyman was asked to look at updated information to determine whether the current criteria are appropriate. Based on an updated file received from the Dept. of Agriculture and Markets, Mark and Bob Wright analyzed the data and proposed minor changes to the current criteria. A statewide list of those municipalities meeting the proposed criteria was distributed to Team members. Approximately 40 municipalities would no longer be subject to the Farm Appraisal requirement for their assessors since only a small portion of the municipality's acreage is located in an Ag district. The new file obtained from Ag & Markets provided the actual percentage of acreage in a municipality that was located in an Ag district – this level of detail was not previously available when the criteria were last reviewed.

Decision: The team agreed:

- that 188-2.6 (b) (8) (i) and (ii) should stay the same; and
- 188-2.6 (b) (8) (iii) should be amended in the 2007 rule revisions to reflect the more precise data available from Ag and Markets – if 10% or more of the town's total acreage lies within an agricultural district.

Rule amendment to **188-2.1 (c) Certification requirement for assessors, generally**

Re-certification: The next issue discussed was whether a revision should be made to 188-2.1 (c) when an assessor leaves office for more than two years and then returns to office. After a 2-year break in service, the current rule requires that a returning assessor complete either Assessor Orientation or Assessment Administration to become re-certified. Since we will have an expanded new program in 2007, should we require assessors returning to office to meet those new requirements for re-certification?

Discussion – two years is too short a timeframe to require additional training for re-certification.

Decision: It was agreed that if an assessor were out for more than four years, re-certification would be required. This would apply to assessors who were certified in the past and return to office after a break in service of 4 years or more.

Educational Services will review the training record/history of the returning assessor and compare it with the new expanded requirements in the basic course of training for assessors (188-2.6). At that time, ORPS would determine what additional basic training is required for individual assessor re-certification.

The team agreed to extend the break-in-service timeframe for requiring re-certification from two years to four years.

Commercial/Industrial Appraisal component

The team also discussed the Industrial Appraisal component that is specified in the RPTL as a requirement for County Director certification. In the proposed program draft, the course name would need to be changed to Commercial/Industrial Valuation and when the course content and KSA's are determined, it should include this component for assessors and directors.

Decision: The team agreed this should be revised in the proposed program draft.

Training/Status/News

ORPS:

- The quarterly report for training is expected to be mailed out soon.
- Working on the County Director Conference for January and the Association of Towns for February.
- Since the on-line training exams are being offered in all the regions, the number of enrollments has increased for the on-line training classes. An additional Assessment Administration class is being offered to cover the overflow of enrollees.
- Reimbursement was paid at 100% and is in good shape.
- A new training schedule is expected to go out in February.

Assessors: Working with ORPS for the training at Association of Towns in February. Plan to hold R-1, R-2 and G-1 in the spring at the Ramada Inn, Ithaca as long as they have enough willing participants. Once plans are finalized they will send out letters announcing the classes and see what kind of response they receive.

County Directors: Working on NYSAC.

Evaluation of Training

Gene Monaco presented an overview of the methods that can be used to evaluate training. An electronic copy of the presentation will be sent to the group.

Curriculum Team Update

Assessment Administration:

- The group is finishing up with KSA's
- They should have something to show the team by next meeting
- The next step will be to start on the course

Data Collection RFV:

- The group is still working on KSA's
- Will probably need a few more meetings before they are completed.

Valuation:

The KSA's are complete. The discussion about this course centered on whether a new course should be developed or if there are courses already available that can be purchased and used. One suggestion was to use IAAO textbooks and/or purchase courses, student reference manuals or workbooks. Another possibility would be to purchase textbooks and develop a supplement for NYS assessors as well as an exam. It was also mentioned that copyright issues would have to be addressed.

Next, the team discussed who would be able to make the time commitment needed to move forward with the course development. If the present members of the sub-groups have the time it would be helpful if they continued working on the course.

Action Items:

Work on revising the Farm Appraisal rule.

Rule revisions for 188-2.1 and 2.6

Revise the proposed program draft for County Directors.

Copies of presentation will be sent to all team members.

Valuation Team will begin work on course development.

Next Meeting:

March 15, 2005

10:00 am – 3:00 pm

Newburgh/Syracuse

Agenda Items:

Rules & Regulations

Sub Groups