

I envy your ability to state things in ways that are clear, concise, and difficult to misconstrue – it’s an art I will never master!

I had a couple of thoughts as I read the draft. They may or may not be helpful so do with them as you see fit:

- Page 3 Line 12 – Is “employment” more appropriate than “experience” in this sentence?
- Page 7 Line 26 – Four basic-level courses are required for certification. Course 1/PropTx 310 and the three designated core classes cover this requirement, which means Course 2B and Course 8/PropTx 311 are now good for continuing education but have no place in actual certification. Am I understanding this section correctly? Some of my colleagues feel Course 18 is more beneficial than Course 2A to Auditor-Appraisers...
- Page 8 Footnote 21 – Thanks for adding this information! Just to verify, the LA County training programs satisfy Course 2A? We spoke earlier this year about one of my county’s new hires who came from LA – I know you said they cover Courses 1, 3 and 5 but I don’t *remember* you mentioning Course 2A at the time.
- Page 9 Line 16 – Would it be better to remove the “considered to be” verbiage in this sentence so it reads, “This listing is not inclusive of all designations...”?
- Page 12 Lines 9 & 19 – These sections both offer information related to carryover hours. Would it make sense to combine them into one section?
- Page 17 – I like the idea of incorporating the list of BOE-provided training from your website into the Guidelines. Would it be a good idea to include the catalog of online self-study classes, too? And would it make sense to switch the order of this section with the following section about non-certified staff so the types of training are immediately followed by the available classes?
- Page 24 – Just to clarify, the Time Value of Money class is no longer a prerequisite for Course 5?
- Page 25 – I haven’t seen anything about Course 8 for a while. It might be helpful for other real-property types like me to have a quick blurb differentiating it from PropTx 311.
- Appendix A – The current Guidelines include the RTC and PTR provisions related to certification and training, but they weren’t included in the draft. They’re handy but not critical – will they be removed?
- Appendix B – Will the list of relevant BOE forms be removed? They’re essential in the Training Coordinator Manual but not so much here.

Thank you for your considerable efforts, and have a great day!

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