

Summer 2022 Assessor Conference Course Descriptions

Level I / Level II:

The Level I and Level II Assessor/Appraiser courses will be taught separately (in lieu of the on-line tutorials) from Monday through Thursday (8/29 – 9/2/2022). The courses cover real estate appraising, accounting, and property tax law. *Each student needs to print and bring the 2021 Real Property Assessment Manual and Guidelines (including the updated 2022 Cost Tables – Appendix C & G and the Location Cost Multipliers), the six POWERPOINT tutorials (2022 Level I / II Tutorials) including the problems and answers for each module, as well as some property record cards and the practice test. Also, bring a reliable calculator and a ruler.* The Level I and Level II exam will be administered Friday (9/2/2022) morning.

Instructors: Level I – Beth Singleton; Level II – John Toumey (DLGF) **CE hours - NA**

IAAO Course #300 – Fundamentals of Mass Appraisal:

This course provides an introduction to mass appraisal. Topics covered include single-property appraisal versus mass appraisal, components of a mass appraisal system, data requirements and analysis, introduction to statistics, use of assessment ratio studies in mass appraisal, modeling of the three approaches to value, and selection of a mass appraisal system.

Instructor: Lisa Hobart **30.00 CE Hours (**first time attendees only – N/A if retaking course)**

Indiana’s Property Tax System

This course will review the various components of Indiana’s property tax system and the cause and effect relationships between net assessed values, tax rates and circuit breaker credits (tax caps). Other topics covered during this course will include the budget process, local income tax and Tax Increment Finance (TIF).

Speakers: Paige Sansone and Jason Semler **3.0 CE Hours**

Tax Abatements:

This course will cover the various aspects of the property tax abatement process, including recent legislative changes. Whether you are a novice with abatements, or a seasoned veteran, you will come away from this class with a better understanding of the abatement process, and the role of the assessing official.

Instructor: Steve McKinney **3.0 CE Hours**

Best Practices:

This class will be centered around helpful information in regard to the actual mechanics of doing the job(s) required of the Assessor. Many topics will be covered such as helpful hints doing “field-work”, suggestions for conducting effective informal hearings, explanations of leases, and effective age. Think of this as a class on “when the rubber hits the road”. Come ready to participate.

Instructors: Dave Schaadt and Brian Thomas **3.0 CE Hours**

Forestry and Land Assessments:

This course will be divided into two (2) parts: One part will review the Indiana Department of Natural Resource’s Classified Forest and Wildlands Program. The other part will address various aspects of assessing land, with a specific emphasis on the Land Order. Come learn the who, what, when, why and how of valuing land as part of the cyclical reassessment.

Instructors: Brenda Huter and Barry Wood **3.0 CE Hours**

Public Access and Records Retention:

A two-part class: One part will address the rights of the public and the responsibilities of public agencies under the public access laws. The other part will review Records Management in general and Retention Schedules, which tell us how long the law (or administrative policy) says we need to keep the various categories of records and documents we create or receive in Indiana government, and what to do with them after that.

Instructors: Luke Britt and Amy Christiansen **2.0 CE Hours**

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Residential Rentals & Mass Appraisal in the Real World:

A general overview followed by round table discussion reviewing the assessment of residential rental properties under Indiana Code, including topics such as the definition of the GRM, best practices in office management, data collection, creating income models, preparing data for use in GIS systems, creating and using GIS tools, etc. An emphasis is on the importance of all staff in the process, from sales deputies, field teams, to appeals to achieve accurate and uniform values. Speakers have varied experience from around the state, including campus rentals, long term vacation rentals, urban, suburban, and rural. Questions and open discussion are strongly encouraged.

Instructors: Laura Boltz, Aaron Zernack, Judith Sharp, Kimi Fain, Laura Roberts **3.0 CE Hours**

Active Shooter/Meth Labs/Safety Practices in the Office and in the Field:

Assessing officials are faced with many challenges, either in the office or in the field. The Active Shooter has unfortunately become all too common. Find out from the Indiana State Police what you can do if you encounter an Active Shooter. Meth labs can present a significant danger to assessing officials out in the field, learn what to look for and what to do if you find one. Lastly we'll discuss basic safety practices in the office.

Instructors: ISP Officer **3.0 CE Hours**

Cybersecurity Threats and Resources to Protect Yourself

With cybersecurity threats abound, the Indiana Office of Technology discusses the current landscape, what threats are most pervasive, the cyber-incident reporting law and how to protect your digital front door with no-cost or low-cost State resources.

Instructors: IOT Staff **3.0 CE Hours**

Legislative Updates:

This session will provide an overview of 2022 legislative changes that will affect the assessment process.

Instructor: Stacey O'Day **.50 CE Hours**

New Case Law Developments in Religious and Charitable Exemptions and PTABOA

Responsibilities and Processes:

In this education session we will provide a detailed discussion about exemptions found in Indiana Code 6-1.1-10-16 focusing on religious and charitable topics, and recent cases. They will also discuss PTABOA responsibilities and procedures. The speakers will provide handouts on these topics so that participants can then access them for future reference as well.

Instructors: Sarah Schreiber, Mark GiaQuinta, John Swihart & Jennifer Thuma **3.0 CE Hours**

IAAO 917- How to Critique An Appraisal:

Discover a methodical approach to the review and critique of appraisals submitted in support of assessment reduction. You will distinguish if an appraiser acts as an advocate for the client, or truly approaches the assignment as a disinterested unbiased third party. All aspects of an appraisal will be inspected to ascertain the credibility and reliability of the work submitted.

Instructor: Lana Boswell & Andrew Smethers **7.50 CE Hours**

Assessors and Your Math:

Fun, with and without a calculator awaits. This 3 hour course will take you on a mathematical adventure all the way from Basic Operations and Measures of Central Tendency to the dreaded Coefficient of Dispersion and Neighborhood Factors. Capitalized Income even makes an appearance all via a train leaving New York traveling to Indianapolis going 25 miles per hour.

Instructor: Jeff Tracy