IDAHO
State Tax Commission

IDAHO WINTER SCHOOL

APPRAISAL/MAPPING/
PROPERTY TAX ADMINISTRATION/
PROFESSIONAL DEVELOPMENT

JANUARY 11 – JANUARY 15, 2027



Winter in Dover Bay, on Lake Pend Oreille in northern Idaho.

QUESTIONS?

JEFF MIDDLETON, M.A.,
PROPERTY TAX DIVISION, EDUCATION DIRECTOR
IDAHO STATE TAX COMMISSION

CALL: (208) 334-7733; TEXT: (208) 994-8343;
EMAIL: jeffrey.middleton@tax.idaho.gov

You're invited to the 34th Annual Idaho Winter Appraisal/Mapping/Property Tax Administration/ Professional Development School!!!

Welcome to one of the premier combined ad valorem appraisal, mapping, property tax administration, and professional development curriculums in the country!

Idaho Ad Valorem Continuing Education Requirement: **You must obtain 32 hours of continuing education credit within the past two calendar years to maintain your ad valorem appraiser or cadastral specialist certifications.**

Idaho Real Estate Appraiser Board and Fee Appraisers: **For fee appraisers, the Idaho Real Estate Appraiser Board has indicated that per rule, all AQB-approved courses are automatically approved for continuing education hours. This brochure lists two AQB-approved courses. For confirmation or additional clarification about continuing education for fee appraisers, email BCREeducation@dopl.idaho.gov.**

Idaho State Tax Commission

Jeff Middleton, M.A., Education Director, Property Tax Division
Vice-Chair, IAAO Education Committee
Director-At-Large, Idaho Association of Assessment Personnel (IAAP)

Idaho Association of County Assessors' Education Committee

Chair: Jenny Rosin, Lemhi County Assessor

Vice-Chair: Susan Spencer, Clearwater County Assessor

Members: Anita Hymas, Bannock County Assessor
Dennis Engelhardt, Bonner County Assessor
Lynn McGuire, Camas County Assessor
Jacquel Bruno, Custer County Assessor
Kim Nuxoll, Idaho County Assessor
Tiffany Nettleton, Owyhee County Assessor

Idaho Program of Education Examination Committee

Chair: Jeff Middleton, M.A., Education Director, Property Tax Division, Idaho State Tax Commission

Members: Jenny Rosin, Lemhi County Assessor
Kathleen Atkinson, Oneida County Assessor
Jerry White, Shoshone County Assessor
Erin Brady, Ada County Appraisal Division Manager
Idaho Association of Assessing Personnel (IAAP) Member

Registration

- Register online at https://tax.idaho.gov/taxes/property/education/school-locations/
  Online registration closes on Monday, November 30, 2026 at 5 p.m.
  If space is available, registration will continue to be accepted after the registration deadline.
- Courses not meeting the minimum registration are subject to cancellation by November 30 (or earlier).
- You will be charged for the course if you send notification of cancellation for a course registration after Monday, November 30. An alternate may be sent in place of the initially registered attendee.
- Register early because many courses fill quickly. Most classrooms have limited seating.
- Invoices and certificates will be mailed after the school concludes. If you prefer to pay for courses early, please contact Jeff Middleton (**jeffrey.middleton@tax.idaho.gov**) .

Class Locations

We're holding classes at two Boise locations:

1) The Riverside Hotel
   2900 W. Chinden Blvd.
   Boise ID 83714

   If you would like to arrange for accommodations at this site, please call (208) 343-1871 and ask for the Idaho State Tax Commission group rate. The group rate for this winter is $167.00/night.

2) Idaho State Tax Commission
   11321 W. Chinden Blvd. (Building 2)
   Boise ID 83714

   The closest hotel to the Tax Commission is:

   Springhill Suites by Marriott (Boise West/Eagle)
   6325 N. Cloverdale
   Boise ID 83713

   Please call (208) 939-8266 for reservations. Ask for the best available rate and then the government rate. There is no group block at this hotel.

Parking

The Riverside Hotel offers free parking for students and hotel guests.

The Tax Commission also provides free parking. Depending on the location of your classroom at the Tax Commission, you may need to register as a visitor with the security kiosk and obtain a visitor's badge for the day. You'll be informed if this is the case.

Ground Transportation from Boise Airport

For those arriving by air, The Riverside Hotel offers a courtesy shuttle to and from the Boise airport. To make arrangements, please call The Riverside Hotel at (208) 343-1871.

Carpooling

For those of you with classes at the Tax Commission, but staying at The Riverside Hotel, there'll be a call for those who are interested in volunteering to participate in carpooling opportunities to and from these sites.

Dining

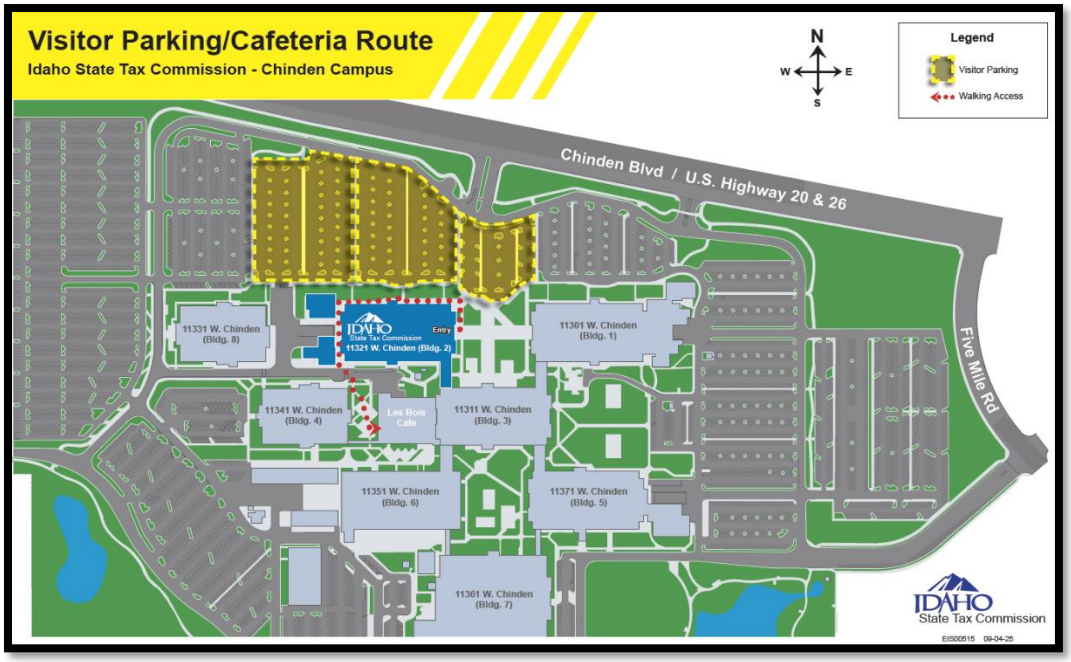
The Riverside Hotel has two restaurants. There is no complimentary breakfast.

- The Riverside Grill is open for breakfast, lunch, and dinner.

There are three restaurants immediately adjacent to The Riverside Hotel.

- Ling & Louie's Asian Bar & Grill is open for lunch and dinner.
- Bardenay is open for lunch and dinner.
- The Stagecoach Inn is open for lunch and dinner.

The Tax Commission: Morgan's Café & Market is open for breakfast from 7:30 a.m. – 10:30 a.m., and for lunch from 11:00 a.m. to 1:30 p.m. It is located between Buildings 3 and 4 on the Chinden Campus. (See map below) or visit the State of Idaho's Chinden Campus Services.



Additional Hotel Options

Ask for the best available rate and then the government rate – the list below is just a sampling, there are many other hotel options.

- Arcadia Hotel (Garden City) 0.3 miles from The Riverside Hotel
- Modern Hotel (Boise/Downtown) 1.0 mile from The Riverside Hotel
- Hilton Garden Inn (Boise/Downtown) 1.2 miles from The Riverside Hotel
- Hyatt Place (Boise/Downtown) 1.5 miles from The Riverside Hotel
- Hampton Inn & Suites (Boise/Downtown) 1.5 miles from The Riverside Hotel
- The Sparrow (Boise/Downtown) 1.7 miles from The Riverside Hotel
- Hotel 43 (Boise/Downtown) 1.8 miles from The Riverside Hotel
- Home2Suites By Hilton (Boise/Downtown) 2.3 miles from The Riverside Hotel
- SpringHill Suites (Boise West/Eagle) 0.9 miles from the Tax Commission
- Hilton Garden Inn (Boise/Eagle) 3.5 miles from the Tax Commission
- Residence Inn by Mariott (/Eagle/Boise) 4.3 miles from the Tax Commission
- My Place Hotel (Boise/Meridian) 5.0 miles from the Tax Commission
- Country Inn & Suites (Boise West) 5.3 miles from the Tax Commission

Good to Know

- There's much to see, eat, drink, and do in Boise. Find out what looks good to you while you're here at Visit Boise. Check out what's happening downtown at Downtown Boise.

- There are more wineries, cideries, and breweries per square mile in Garden City than anywhere else in Idaho. If this is of interest to you, check some of those offerings out: https://visitgardencity.com/things-to-do/craft-beverages/

- Keep up-to-date with the Weather Forecast

Class Times*

Unless otherwise noted, course times will be as follows:

- The Riverside Hotel: Classes begin at **8:00 a.m., except Monday** courses, which begin at **8:30 a.m.**
- The Tax Commission: Classes begin at **8:30 a.m.**
  Afternoon classes begin at **1:30 p.m.**, unless otherwise noted.

- All Monday through Thursday classes end by 5:00 p.m.
- All Friday classes end by noon.

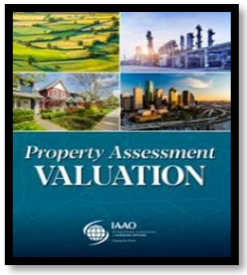
IAAO

IAAO Course 101: Fundamentals of Real Property Appraisal

This course provides students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. This course focuses on the skills you need to estimate the market value of properties using two approaches to value: the cost approach and the sales comparison approach.

This course includes an optional exam. The exam is required for Idaho students using the course to meet state certification requirements. Please confirm with your jurisdiction about any additional exam requirements. Note that if pursuing an IAAO designation, successfully passing the exam is required.

Successful completion of this course meets one of Idaho's three requirements for becoming a "Certified Property Tax Appraiser" for ad valorem appraisal.

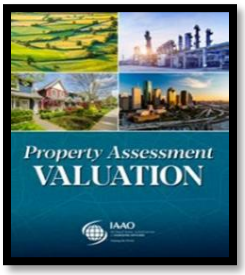


Recommended Text:	*Property Assessment Valuation, 3rd Edition* - $50.00
Instructor:	David Wallis, GISP, CMS, IAAO Senior National Instructor
Dates:	Monday, January 11 – Friday, January 15 (a.m.)
Location:	TBD (The Riverside Hotel)
Idaho Continuing Education Hours:	32 hours (upon attendance requirements and successful completion of exam) 28 hours (upon attendance requirements and no attempted exam or unsuccessful completion of the exam)
Appraisal Foundation - Appraiser Qualifications Board (AQB) approved:	33.5 hours (upon attendance requirement and successful completion of exam) 30 hours (upon attendance requirements and no attempted exam or unsuccessful completion of the exam)
Notes:	**Bring a calculator (other than your cell phone) and #2 pencils.** **This course will require a minimum of 15 students.**

IAAO Course 102: Income Approach to Valuation

This course provides the student with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant or improved properties by the income approach. The course covers real estate finance and investment, capitalization methods and techniques, analysis of income and expenses to estimate operating income, selection of capitalization rates, and application of the approach.

This course includes an optional exam. The exam is required for Idaho students using the course to meet state certification requirements. Please confirm with your jurisdiction about any exam requirements. If pursuing an IAAO designation, successfully passing the exam is required.



Successful completion of this course meets one of Idaho's three requirements for becoming a "Certified Property Tax Appraiser" for ad valorem appraisal.

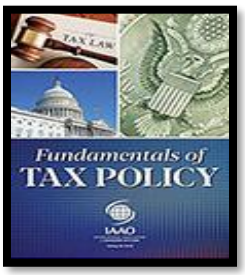
Recommended Text:	*Property Assessment Valuation, 3rd Edition* - $50
Required Prerequisite:	Tax Commission's Principles of Property Valuation *OR* IAAO Course 101: Fundamentals of Real Property Appraisal
Instructor:	Michael Mills, CAE, RES, MAS, AAS IAAO Senior National Instructor
Dates:	Monday, January 11 – Friday, January 15 (a.m.)
Location:	TBA (The Riverside Hotel)
Idaho Continuing Education Hours:	32 hours (upon attendance requirements and successful completion of exam) 28 hours (upon attendance requirements and no attempted exam or unsuccessful completion of the exam)
Appraisal Foundation - Appraiser Qualifications Board (AQB) approved:	33.5 hours (upon attendance requirements and successful completion of exam) 30 hours (upon attendance requirements and no attempted exam or unsuccessful completion of the exam)
Notes:	**Bring a calculator (other than your cell phone) and #2 pencils.** **This course will require a minimum of 10 students.**

IAAO Course 402: Tax Policy

This course provides strategies for assisting in the effective formulation and implementation of tax policies. It'll provide the context in which property tax policy is established. Students will use analytical tools, including sound theory, to guide decision-making and create workable solutions, to explain the effects of proposed property tax changes.

This course is designed for assessment administrators and students of taxation, as well as professional policy advisors who guide and make decisions in the area of tax policy on a regular basis.

This course includes an optional exam. Please confirm with your jurisdiction about any exam requirements. Note that if pursuing an IAAO designation, successfully passing the exam is required.



Recommended Text: *Fundamentals of Tax Policy,* - $50.00

Instructors: Alan Dornfest, AAS, FIAAO
Property Tax Policy Bureau Chief
Idaho State Tax Commission
Senior National IAAO Instructor

Kathlynn Ireland, Ada County Assistant Chief Deputy Assessor
IAAO National Instructor

Dates: Monday, January 11 – Friday, January 15 (a.m.)
Location: TBD (The Riverside Hotel)

Idaho Continuing Education Hours: 32 hours (upon attendance requirements and successful completion of exam)
28 hours (upon attendance requirements and no attempted exam or unsuccessful completion of the exam)

Notes: **Bring a calculator (other than your cell phone) and #2 pencils.**
This course will require a minimum of 15 students.

Cornell Consultants, LLC

Excel (Basic)

This hands-on workshop reviews the basics of Excel and creates the beginning of a solid foundation upon which to build your Excel skills.

Topics include:

- How to Create and Edit Formulas
- Inserting Charts and Pictures
- Copying and Pasting with Cell References
- Formatting Text, Numbers, Time, and Dates
- Creating Tables
- Copying Formulas
- Printing Headers, Footers, and Page Numbers
- Freezing Panes
- Customizing the Quick Access Toolbar
- Other Time-Saving Tips and Techniques

Instructor:	David Cornell, CAE, MAI, Certified Microsoft Instructor, Certified Excel Expert, Cornell Consultants, LLC IAAO Senior National Instructor
Date:	Monday, January 11
Location:	Coral North Room (Tax Commission)
Hours:	7 hours

Notes: **This workshop will require a minimum of 12 students.**
Laptops are provided.



Excel (Intermediate)

This hands-on workshop builds upon the basic concepts of Excel and introduces many of Excel's advanced capabilities.

Topics include:

- Creating and Editing Charts
- Creating Conditional Formatting
- Creating Pivot Tables
- Using the Developer Tab
- Creating Macros
- Creating Dropdown Lists
- Using the Formula Auditing Function
- Using the What-If-Analysis Function
- Creating Named References
- Other Time-Saving Tips and Techniques

Instructor:	David Cornell, CAE, MAI, Certified Microsoft Trainer, Certified Excel Expert, Cornell Consultants, LLC IAAO Senior National Instructor
Date:	Tuesday, January 12
Location:	Tax Commission - Coral North Room
Hours:	7 hours
Note:	**This workshop will require a minimum of 12 students**



Excel (Advanced)

This hands-on workshop begins with foundational exercises of how we can leverage data to make critical business decisions. Once we cover the foundational exercises, we will discover Excel's great, advanced features!

Topics include:

- Creating and Editing Charts
- Creating Conditional Formatting
- Using Excel's Query Editor
- Importing Data into Excel
- Automating Data Importing
- Data Cleaning Tips and Tricks
- Customizing PivotTables and PivotCharts Reports
- Using Excel's What-if Analysis
- Creating and Editing Macros
- Creating and Editing Tables
- Creating Custom Measures
- Creating KPIs (key performance indicators)
- Creating Interactive Dashboards

Instructor:	David Cornell, CAE, MAI, Certified Microsoft Trainer, Certified Excel Expert, Cornell Consultants, LLC IAAO Senior National Instructor
Date:	Wednesday, January 13
Location:	Tax Commission - Coral North Room
Hours:	7 hours
Note:	**This workshop will require a minimum of 12 students**



The Teamwork Advantage:
Build Better Teams. Communicate Better. Manage Conflict with Confidence.

Great teams don't happen by accident.

This interactive workshop gives assessing professionals practical tools to communicate more effectively, understand different perspectives, navigate workplace challenges, and manage conflict constructively.

Through guided discussion, self-reflection, and real-world scenarios, participants will explore four essential behaviors that strengthen teamwork and help create more productive, collaborative workplaces.

Instructor:	David Cornell, CAE, MAI, Cornell Consultants, LLC IAAO Senior National Instructor
Date:	Thursday, January 14
Location:	TBD (The Riverside Hotel)
Hours:	8 hours (upon attendance requirements and successful completion of optional quiz) 7 hours (upon attendance requirements and no attempted quiz or unsuccessful completion of optional quiz)
Notes:	**This workshop will require a minimum of 15 students.**



CORNELL CONSULTANTS

Rick Norejko, CMS, FIAAO

Principles of Maintaining Assessment Databases – Cadastral Jurisprudence

This workshop is designed for assessors, appraisers, mappers, and support staff.
Students will understand the importance of their cadastral/assessment databases and new and emerging technologies that will benefit the integrity of those databases and streamline the property evaluation workflow.

Day 1: Cadastral Mapping – Past, Present, and Future

- Setting the Record Straight on a County Cadastre
- Real Property as Revenue for the Sovereign
- Difference between Law and Equity
- Evolution of the American Property Tax System
- Origins of Mass Appraisal
- Evolution of Equalization Boards
- Modern Mass Appraisal Systems
- Science of Property Assessment
- Understanding the Assessor's Database
- Value of Assessment Information
- Evolution of CAMA software
- Inner Workings of Geographic Information System (GIS)
- Value of State Plane Coordinate System (SPCS)
- Uses of GIS in the Assessor's Office
- Orthophotography
- COVID and Impact on Administrative Protocols
- Drone Technology and Property Assessment
- Case Study: Pitkin County, Colorado

Day 2: Principles of Maintaining Assessment Databases

- Mechanics of Maintaining an Assessment Database
- Why Assessors Care about Information Related to Ownership
- How Property Should Be Listed for Tax Purposes
- Rights, Title, and Interests in Land
- Real Property Law for Assessment Staff
- Concurrent ownership
- Land Tenure Limitations
- Types of Property Descriptions
- Various Types of Deeds
- Understanding Legal Documents Related to Land Assessment

Day 3: Principles of Maintaining Assessment Databases (continued)

- Case Study Discussion: Is the Assessor also the Deed Police?
- Case Study Discussion: What's wrong with this deed? It won't close!
- Correction and Affidavit Documents
- Riparian Law and Water Rights
- Deed Fraud and the Assessment Office Role
- Easements: What are They? Do They Need to be Addressed by Assessment Staff?
- Railroad Rights-of-Way
- How Do You Know You Have Property Boundaries Located Correctly?
- Case Study: a Mississippi County Legal Quandary
- Case Study: a Wyoming Assessor's Court Preparation
- Rules to Follow with Ambiguous Legal Documents
- Assessor's Role in Adverse Possession Claims
- Allodial Title – How to Handle This Growing Trend
- Actual Case Studies Involving Allodial Title
- Working With Your Recorder's/Clerk's Office

Day 4: Political, Cultural, & Social Evolution of Property Ownership, Continuation of the PLSS, and Review

- History of Real Estate
- Evolution of Boundary Creations and Land Surveying Techniques
- Native American Usufruct Rights
- European Land Ownership Philosophy to America
- 1784 and the PLSS
- Continuation of the PLSS
- Overall Review

Instructor: Rick Norejko, CMS, FIAAO
IAAO Senior National Instructor

Date: Monday, January 11 – Thursday, January 14
Location: The Riverside Hotel: TBD
Hours: 28 hours

Note: **This workshop will require a minimum of 15 students.**

***Please note that this instructor is from North Carolina. The instructor emphasizes that he is not giving legal advice in this class and is only providing a general mapping education and context.**

The course has been updated since January 2025.

GeoSpatial Training Services, LLC

Mastering ArcGIS Pro 3.x: Maps, Layers, Projects, & Layouts

This course is intended for those new to ArcGIS Pro, or students migrating from ArcGIS Desktop that wish to learn the basic skills needed to create and print maps. It teaches the foundational skills needed for new users.

Topics include:

- Introduction to ArcGIS Pro
- Understanding the ArcGIS Pro Interface
- Working with 2D Maps and Layers
- Creating and Using Selection Sets
- Working with Tables
- Creating ArcGIS Pro Projects
- Working with Layouts

You'll learn the fundamentals of using the new ribbon-based interface associated with ArcGIS Pro. You'll learn how to open projects and understand the variety of content types that can be added to a project, including maps, layouts, connections to data sources, and more. You'll learn how to create 2-D maps and add a variety of basemaps and layers to those maps. The course will cover a variety of ways that layers can be symbolized and styled. You'll learn how to create and use selection sets associated with feature layers and how to add stand-alone tables to maps and use the functionality found in the table view. Finally, the course will show you how to create presentation quality layouts for your maps and content.

Instructor:	Eric Pimpler, M.A., GeoSpatial Training Services, LLC
Dates:	Monday, January 11 – Tuesday, January 12 (a.m.)
Location:	Tax Commission: Turquoise Room
Hours:	11 hours
Notes:	**This workshop will require a minimum of 12 students. Laptops and GISPro student accounts are provided.**

AI in GIS: A Strategic Guide for Managers & Decision-Makers

This course is for GIS managers, directors, supervisors, and decision-makers who are responsible for setting the direction of a GIS program and need to make informed choices about artificial intelligence. If your leadership is asking, "what's our AI strategy," if vendors are pitching you AI-powered everything," and if you need to separate genuine capability from marketing hype, this course is for you.

This is a presentation and discussion course – there are no hands-on exercises and no technical prerequisites.

Topics Include:

- Understanding AI in the GIS Landscape
- AI Capabilities Across GIS Platforms
- Planning for AI Adoption in Your Organization
- Building an AI Roadmap for your GIS Program

Instructor:	Eric Pimpler, M.A., GeoSpatial Training Services, LLC
Date:	Tuesday, January 12 (p.m.)
Location:	Tax Commission: Turquoise Room
Hours:	4 hours
Notes:	**This workshop will require a minimum of 12 students. Laptops and GISPro student accounts are provided.**

Making Amazing Maps in ArcGIS Pro 3.x

This course is for ArcGIS Pro users who are ready to elevate the visual quality and impact of their maps. Whether you're producing maps for public presentations, government reports, web content, or social media, this course will teach you the advanced cartographic techniques and visual effects that turn functional maps into compelling visual products.

Students should have a working knowledge of ArcGIS Pro's interface, symbology, labeling, and layout tools.

Topics Include:

- Custom Basemaps and Symbol Libraries
- Advanced Symbology and Visual Effects
- Advanced Labeling and Annotation
- Professional Map Production and Design

Instructor:	Eric Pimpler, M.A., GeoSpatial Training Services, LLC
Date:	Wednesday, January 13
Location:	Tax Commission: Turquoise Room
Hours:	7 hours
Notes:	**This workshop will require a minimum of 12 students. Laptops and GISPro student accounts are provided.**

Introduction to COGO (Coordinate Geometry) for ArcGIS Editing

This introductory course provides students with a practical foundation in Coordinate Geometry (COGO) and traverse workflows within ArcGIS Pro. Designed for users who are new to COGO tools, the course emphasizes step-by-step workflows for entering survey bearings, curves, constructing traverses and provides practical examples to managing parcel geometry. By the end of the course, students will be able to confidently apply COGO methods to ArcGIS Pro to create, edit, check, and document geometry defined by bearings, distances, and curves.

Topics Include:

- Introduction to COGO & Basic Surveying Terminology
- Basic COGO settings in ArcGIS Pro
- COGO Workflow and Line Construction
- Working with the Traverse Tool
- Update and Adjust Line Features
- Constructing Polygons from Line Features

Instructor:	Kara Utter, M.A., GeoSpatial Training Services, LLC
Date:	Thursday, January 14
Location:	Tax Commission: Turquoise Room
Hours:	7 hours
Notes:	**This workshop will require a minimum of 12 students. Laptops and GISPro student accounts are provided.**

Roundtables

Roundtable: Idaho Agricultural Land Appraisal

This roundtable will include a discussion of pertinent agricultural appraisal topics, along with challenges that agricultural appraisers in the assessor's office face in their day-to-day jobs, as well as a question-and-answer session to address more specific issues. Students will be asked to contribute their own ideas on topics for discussion prior to the roundtable.

Moderators:	Justin Aman, Ada County Agricultural Appraisal Specialist Holly Hopkins, Canyon County Chief Appraisal Supervisor Tracy Golder, Canyon County Senior Appraiser
Date:	Friday, January 15 (a.m.)
Location:	TBD (The Riverside Hotel)
Hours:	3 hours
Note:	**This roundtable will require a minimum of 10 students.**

Roundtable: Idaho Cadastral Mapping/GIS

This roundtable will include a discussion of pertinent cadastral mapping/GIS topics, along with challenges that cadastral mappers face in their day-to-day jobs, as well as a question-and-answer session to address more specific issues. Students will be asked to contribute their own ideas on topics for discussion prior to the roundtable.

Moderators:	Jacob King, Canyon County GIS/Land Records Supervisor Paul Reyes, Idaho State Tax Commission GIS Manager
Date:	Friday, January 15 (a.m.)
Location:	TBD (The Riverside Hotel)
Hours:	3 hours
Note:	**This roundtable will require a minimum of 10 students.**

Roundtable: Idaho Commercial Property Appraisal:

This roundtable will include a discussion of pertinent issues and challenges that commercial appraisers face in their day-to-day jobs, as well as a question-and-answer session to address more specific issues. Students will be asked to contribute their own ideas on topics for discussion prior to the roundtable.

Moderators:	Ron DeRoest, Jr., Ada County Commercial Appraiser Mike Cowan, Canyon County Senior Commercial Appraiser
Date:	Friday, January 15 (a.m.)
Location:	TBD (The Riverside Hotel)
Hours:	3 hours
Note:	**This roundtable will require a minimum of 10 students.**

Roundtable: Idaho Personal Property Appraisal

This roundtable will include a discussion of pertinent issues and challenges that personal property appraisers face in their day-to-day jobs, as well as a question-and-answer session to address more specific issues. Students will be asked to contribute their own ideas on topics for discussion prior to the roundtable.

Moderators:	Sara DuBose, Ada County Senior Appraiser Dawn Houghton, Canyon County Senior Appraiser
Date:	Friday, January 15 (a.m.)
Location:	TBD (The Riverside Hotel)
Hours:	3 hours
Note:	**This roundtable will require a minimum of 10 students.**

Meet Your Instructors!

David Cornell, MAI, CAE: *David Cornell consults with assessing offices nationally and develops valuation models and system processes in helping with enhancing efficiencies. He is a Certified Microsoft Trainer and a Certified Excel Expert. David has been the assistant director for the New Hampshire Department of Revenue and previously served as the Assessor for the City of Manchester (NH). David is a Senior National IAAO Instructor, an AQB Certified USPAP Instructor, and was the recipient of the 2020 IAAO Instructor of Excellence Award.*

Alan Dornfest, AAS, FIAAO: *Alan is the Property Tax Policy Bureau Chief for the Idaho State Tax Commission. He has been with the Tax Commission for 45 years, supervising property tax policy, the Idaho Ratio Study, and analyzing Idaho property taxes and property tax laws. Alan has been a Senior National IAAO instructor for over 30 years, served on the IAAO executive board, and is currently serving as the vice-chair of the IAAO Research and Standards Committee. Alan is the 2025 recipient of the IAAO Professional Development Lifetime Achievement Award and the IAAO Instructor of Note for the 2nd Quarter of 2026.*

Kathlynn Ireland, CPM: *Kathlynn has previously been a fee appraiser, a residential appraiser for the Ada County Assessor's Office, and a consulting appraiser and property tax policy specialist for the Idaho State Tax Commission. Kathlynn is currently the Assistant Chief Deputy Assessor at the Ada County (ID) Assessor's Office and has been a National Instructor for IAAO for over 15 years. Kathlynn received the IAAO Instructor of Note for the 4th Quarter of 2024.*

Michael Mills, CAE, RES, MAS, AAS *Mike is the chief deputy appraiser for the Travis Central Appraisal District in Austin, Texas. He is an AQB-certified USPAP instructor and a Senior National IAAO Instructor. Mike has worked as a fee appraiser in Seattle (WA) and Austin. He enjoys appraisal, model writing, and helping new appraisers in their professional development.*

Rick Norejko, CMS, FIAAO: *Rick is a nationally recognized keynote speaker, lecturer, and instructor with over 40 years of experience in the field of cadastral mapping. Rick has been a Senior National Instructor for IAAO for nearly 30 years and was the recipient of the 2018 IAAO Instructor of Excellence Award and the 2022 IAAO Professional Development Lifetime Achievement Award. In 2024, IAAO welcomed Rick into the Fellows Program in recognition of his dedication to the development of the assessment profession and his exceptional contributions to IAAO and the assessment industry.*

Eric Pimpler, M.A.:	*Eric is the founder and owner of GeoSpatial Training Services. He has over 25 years of experience implementing and teaching GIS solutions using ESRI, Google Earth/Maps, and Open Source technology. Eric is the author of Programming ArcGIS with Python Cookbook, Building Web and Mobile ArcGIS Server Applications with Javascript, Spatial Analytics with ArcGIS, and ArcGIS Blueprints.*
Kara Utter, M.A.:	*Kara has over 10 years of experience in geospatial science and data science and is the owner of Dynamic Visions GIS. She excels at systems thinking and has a diverse background, having provided services to all levels of government, wildfire, natural resources, fisheries, and nonprofits. Her capacity to complete GIS needs assessments, improvement efficiency, increase public access to information, provide methods of asset tracking, and quickly adapt to a changing environment has resulted in many successful project resolutions and national recognition through ESRI's Special Achievements in GIS awards.*
David Wallis, GISP, CMS	*David brings more than 30 years of public-sector experience as a chief appraiser, GIS professional, and IT/GIS Director. Since 1996, he has taught appraisal, GIS, mapping, legal descriptions, and legal document interpretation courses nationwide. He earned his GISP designation in 2009 and IAAO CMS designation in 2011. An IAAO Senior Instructor, David is also a member of TEAM, LLC's cadre of appraisal and GIS/mapping instructors. His additional areas of instruction include organizational leadership, strategic and operational planning, and effective management.*

Winter Appraisal/Mapping/Professional Development/ Property Tax Administration School Course Schedule (January 11 – January 15, 2027)

Riverside Hotel: Courses begin at **8:00 a.m., except for Monday's courses,** which begin at **8:30 a.m.**

Tax Commission: Courses begin at **8:30 a.m.** The Tuesday afternoon workshop begins at **1:30 p.m.**

Course	Room*	Fee**	Mon 1/11	Tue 1/12	Wed 1/13	Thurs 1/14	Fri 1/15
IAAO Course 101: Fundamentals of Real Property Appraisal	TBD (Riverside)	$550	X	X	X	X	a.m.
IAAO Course 102: Income Approach to Valuation	TBD (Riverside)	$550	X	X	X	X	a.m.
IAAO Course 402: Tax Policy	TBD (Riverside)	$550	X	X	X	X	a.m.
Cornell Consultants, LLC: Excel – Basic	Coral North (Tax Commission	$130	X				
Cornell Consultants, LLC: Excel – Intermediate	Coral North (Tax Commission	$130		X			
Cornell Consultants, LLC: Excel – Advanced	Coral North (Tax Commission)	$130			X		
Cornell Consultants, LLC: The Teamwork Advantage	TBD (Riverside)	$130				X	
Rick Norejko, CMS, FIAAO: Principles of Maintaining Assessment Databases – Cadastral Jurisprudence	TBD (Riverside)	$500	X	X	X	X	

Course	Room*	Fee**	Mon 1/11	Tue 1/12	Wed 1/13	Thurs 1/14	Fri 1/15
GeoSpatial Training Services, LLC: Mastering ArcGIS Pro 3.x: Maps, Layers, Projects, & Layouts	Turquoise (Tax Commission)	$350	X	a.m.			
GeoSpatial Training Services, LLC: AI in GIS: A Strategic Guide for Managers and Decision-Makers	Turquoise (Tax Commission)	$75		p.m.			
GeoSpatial Training Services, LLC: Making Amazing Maps in ArcGIS Pro 3.x	Turquoise (Tax Commission)	$200			X		
GeoSpatial Training Services, LLC: Introduction to COGO (Coordinate Geometry) Editing in ArcGIS Pro	Turquoise (Tax Commission)	$200				X	
Roundtable: Idaho Agricultural Land/Appraisal	TBD (Riverside)	$30					a.m.
Roundtable: Idaho Cadastral Mapping/GIS	TBD (Riverside)	$30					a.m.
Roundtable: Idaho Commercial Property Appraisal	TBD (Riverside)	$30					a.m.
Roundtable: Idaho Personal Property Appraisal	TBD (Riverside)	$30					a.m.

*Classroom assignments are subject to change depending on class enrollment.

** All course fees include cost of any associated materials (except of recommended IAAO publications).

Classrooms

The Riverside Hotel
2900 W. Chinden Blvd.
Boise ID 83714

(See the last page of this brochure for the layout of the hotel conference rooms.)

Emerald	First-floor conference room
Garnet	First-floor conference room
Opal	First-floor conference room
Topaz	First-floor conference room
Cinnabar	Second-floor conference room
Clearwater	Second-floor conference room
Delamar	Second-floor conference room
Liberty	Second-floor conference room
North Star	Second-floor conference room

Idaho State Tax Commission
11321 W Chinden Blvd. (Building 2)
Boise ID 83714

Coral North	First-floor conference room
Coral South	First-floor conference room
Turquoise North	Second-floor conference room
Turquoise South	Second-floor conference room