

**South Carolina Building Codes Council  
Council Meeting  
South Carolina Fire Academy, Denny Auditorium  
141 Monticello Trail, Columbia, SC 29203**

**MINUTES**

**Wednesday, March 24, 2021**

**10:56 am**

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Delisa Clark, Council Chairman, announced that notice of this meeting was properly posted at the Building Codes Council Office, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations, and news media in compliance with §30-4-80 of the South Carolina Freedom of Information Act.

**Welcome and Call to Order**

Delisa Clark, Council Chairman, called the regular meeting to order at 10:56 a.m.

**Approval of Agenda**

*March 24, 2021*

**MOTION:**

Mr. Bradshaw made a motion to approve the agenda for the March 24, 2021, meeting. Mr. Hill seconded the motion, which carried unanimously.

**Introduction of Council Members and Others**

Doug Terrell, Alan Campbell, Bennett Griffin, Michael Richardson, Melissa Hopkins, Mike Lowman, Curt Rye, Frank Hill, Delisa Clark, Chris Cullum, Darbis Briggman, Tim Hance, and Patrick Bradshaw introduced themselves as Council members.

Staff members participating in the meeting included: Stacey Hewson, Advice Counsel; Molly Price, Administrator; Maggie Smith, and Teresa Martin, Program Coordinators, Zahid Chinwalla, and Christine Shatzer, Administrative Assistants, and Travis McLeod, Court Reporter.

**Approval of Excused Absences**

**MOTION:**

Mr. Briggman made a motion to approve absent member Dean Wilson. Mr. Hill seconded the motion, which carried unanimously.

**Approval of Minutes**

*February 18, 2020 - Council Meeting*

**MOTION:**

Mr. Lowman made a motion to approve the minutes from the February 18, 2020 meeting. Mr. Bradshaw seconded the motion, which carried unanimously.

**Chairman's Remarks**

Chairman Clark welcomed everyone. She stated that this is a code adoption year and welcomed those who wished to make a public comment to approach the microphone.

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**Staff Reports.**

***a. Office of Investigations and Enforcement - Todd Bond***

2020 – 13 complaints received; 19 cases investigated; 17 cases closed.

2021 (as of March 24<sup>th</sup>) – 4 complaints received; 5 active investigations; 0 closed.

***b. Investigative Review Committee (IRC) Report - Todd Bond***

The IRC met on August 6, 2020, November 5, 2020, and February 3, 2021. Between the three IRC meetings the following recommendations were made: 11 dismissals; 6 for formal complaint; 1 dismissal with a letter of caution.

**MOTION:**

Ms. Hopkins made a motion to approve the IRC report. Mr. Briggman seconded the motion, which carried unanimously.

***c. Office of Disciplinary Counsel Report - Erin Baldwin***

Ms. Baldwin informed the Council that there are 7 cases pending, 6 of which were voted by the Council for formal complaint through the approval of the IRC reports. She stated that one disciplinary case is scheduled to be noticed for a hearing at the next Council meeting.

***d. Legislative Update – Holly Beason***

*Presented after the nomination of study committee members.*

Ms. Beason reviewed the following bills:

- House Bill 3191, House Bill 3606, House Bill 3742, House Bill 3751, House Bill 3916, House Bill 500, and House Bill 4060.

***e. Administrator's Report - Molly Price***

Ms. Price introduced Christine Shatzer as the new staff member for the LP Gas Board and Board of Pyrotechnic Safety and Zahid Chinwalla as a new staff member assisting with board meetings.

Ms. Price provided financial reports and licensure statistics to the Council, citing 129 newly issued licenses since the March 1, 2020 and 1,260 total active licenses which will expire on June 30, 2021. She also

Ms. Price reminded the Council members that their Statement of Economic Interest Forms are due by March 30, 2021.

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**Application Hearing**

**a. Jacob D. Troost - Examination Waiver Request**

The Building Codes Council held an application hearing regarding Jacob D. Troost. Mr. Troost appeared before the Building Codes Council and waived his right to counsel. Mr. Troost asked the Council to accept his Pennsylvania in lieu of bringing his ICC certifications up to date.

**MOTION:**

Mr. Bradshaw made a motion to deny the request to accept the State of Pennsylvania License in lieu of recertifying with ICC to meet the requirements for a SC Code Enforcement Officer. Mr. Terrell seconded the motion, which carried unanimously.

**New Business**

**a. 2021 Code Adoption Cycle:**

**i. Review of Modification Process and Code Adoption Timeline**

Ms. Price informed the Council that March 27, 2021 is the start of the 180-day comment period which will run through September 22, 2021. She also stated that instead of the study committee meetings being held at the end of the comment period the committee will meet throughout the 180 days. This should allow the Council to vote on the study committee's recommendations at a specially called meeting either at the end of September or beginning of October and be able to publish the modifications with the state registrar in October. The potential implementation date will be July 1, 2022 or January 1, 2023.

Ms. Price intends for staff to publish any received modification requests on the Council's website each Friday for the public and industry partners to review prior to the study committee meetings.

**ii. Nomination of Study Committee Members**

Council members reviewed resumes and experience submitted and voted to appoint the following:

**Code Enforcement Officer**

Mr. Curt Whaley - Core

Mr. Barry Holcombe - Alternate

**Licensed Home Builder**

Mr. Doug James - Core

Mr. James Graves - Alternate

Mr. Andy Barber - Alternate

**Licensed General Contractor**

Mr. Stan O'Brien - Core

Mr. David Gully - Alternate

**Licensed Architect**

Mr. Don Chapman - Core

Mr. Kevin Whalley - Alternate

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**Licensed Structural Engineer**

Mr. Jesse Burke - Core

**b. Modular Building Program – *Maggie Smith***

i. 2020 Modular Building Program Audit Report

Ms. Smith reviewed the results of the Modular Building Program audit performed on behalf of HUD on June 30, 2020, as well as the benefits of participating in the audit for modular building manufacturers located in South Carolina.

ii. Insurance Requirements for Modular Licensees

Ms. Smith asked for a motion from the Council to approve or disapprove the use of a general liability policy as an alternate form of security for modular building manufacturers and manufacturer's representatives as required in S.C. Code of Regulations 8-623.

**MOTION:**

Mr. Griffin made a motion to enforce the surety bond requirement in the regulation and to start April 1<sup>st</sup> by sending out notifications of the change with the renewals and allow licensees until the end of the renewal period to be in compliance. Mr. Lowman seconded the motion, which carried unanimously.

iii. Appointment of Modular Building Program Review Committee

Ms. Smith asked for a motion from the Council to appoint a standing Modular Building Program Review Committee to review technical issues, assist with in-state manufacturing plant audits, provide guidance in dealing with special issues, etc.

**MOTION:**

Mr. Bradshaw made a motion to appoint a Modular Building Program Review Committee. Ms. Hopkins seconded the motion, which carried unanimously.

**c. Appointment of Committee to Review Special Inspection Manual – *Maggie Smith***

Ms. Smith asked for a motion from the Council to approve a committee to review and update the Special Inspection Manual last reviewed on August 26, 2009.

**MOTION:**

Ms. Hopkins made a motion to approve a committee to review and update the Special Inspection Manual. Mr. Briggman seconded the motion, which carried unanimously

**Election of Officers:**

**MOTION:**

Mr. Cullum made a motion to nominate Delisa Clark as Chair. Mr. Rye seconded the motion, which carried unanimously.

**MOTION:**

Mr. Hill made a motion to nominate Chris Cullum as Vice Chair. Mr. Rye seconded the motion, which carried unanimously

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**Public Comments**

Patrick Brown with the Building Officials Association of SC reminded everyone of the upcoming annual conference from May 2-5, 2021 in Myrtle Beach.

**Date of Next Meeting**

The next meeting of the South Carolina Building Codes Council is set for Tuesday, August 17, 2021.

**Adjournment**

**MOTION:**

Mr. Bradshaw made a motion to adjourn. Mr. Cullum seconded the motion, which carried unanimously.

The meeting adjourned at 12:25pm.