

**MINUTES**  
**South Carolina Contractor's Licensing Board**  
**Board Meeting**  
**July 18, 2024, 10:00 a.m.**

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10:00 a.m.

**WELCOME AND CALL TO ORDER:**

Legrand Richardson, Board Chairman, called the regularly scheduled meeting of the South Carolina Contractor's Licensing Board to order at 9:59 a.m.

Mr. Richardson announced that public notice of this meeting was properly posted at the Synergy Business Park, Kingstree Building, and on the Agency's website, and provided to all requesting persons, organizations, and news media per Section 30-4-80 of the South Carolina Freedom of Information Act.

Staff members in attendance: Meronica Fulton, Board Executive; Molly Price, Program Director; Todd Bond, Program Manager; Shelby Sutusky, Assistant Disciplinary Counsel; Carolyn Sutherland, Advice Counsel; Mary League, Advice Counsel.

The Court Reporter was Nadine Garrett with Creel Court Reporting, Inc.

**APPROVAL OF AGENDA**

**Motion:**

Mr. Richardson made a motion to approve the July 18, 2024 agenda. Scott Appleton seconded the motion which carried unanimously.

**INTRODUCTION OF BOARD MEMBERS**

Mr. Richardson introduced himself and the following board members: Kimberly Linberger, Daniel Lehman, Scott Appleton, John Williams, and Terry Marcum.

**APPROVAL OF EXCUSED ABSENCES**

**Motion:**

Mr. Richardson made a motion to approve Mr. Ed Gibbs absence from the board meeting. Mr. Scott Appleton seconded the motion which carried unanimously.

**APPROVAL OF MEETING MINUTES**

**Motion:**

Mr. Richardson made a motion to approve the April 18, 2024, Board Meeting minutes. Mr. Scott Appleton seconded the motion, which carried unanimously.

**BOARD CHAIRMAN REMARKS – Legrand Richardson Jr.**

Mr. Richardson welcomed everyone to the board meeting and stated this is his first meeting as board chair, he is happy to be here and thankful for the trust we have given to him, with that being said, he proceeded with the meeting.

## **STAFF REPORTS**

### **Board Executive's Report-Meronica Fulton**

Ms. Fulton provided a brief overview of the board's meeting materials. She reminded board members to be mindful of not speaking over each other and to make clear motions for the court reporter and staff to take the meeting minutes. She stated that since the last Board meeting on April 18, 2024, 1230 exams have been taken for licensure, with an overall pass rate of 58.46%. Ms. Fulton stated that as of May 31, 2024, the Board had a cash balance of \$68,169.98. She provided the Board with licensure statistics. She stated that there are currently 11,204 licensed general contractors and 7,394 licensed mechanical contractors. She also provided the board with the burglar, fire, and sprinkler contractor statistics, in addition to new licenses issued statistics. She reminded board members that general contractor renewals will start in August. To assist staff and licensees with expediting this process, board staff have begun processing financial documents. The next board meeting is scheduled for October 17, 2024.

### **Program Director's Report – Molly Price**

Ms. Price provided board members with an update on temporary swimming pools licensure. She stated that after multiple extension, 84 contractors did not complete the process of becoming licensed general contractors with the swimming pools classification. She stated that board staff would continue to expedite processing of applications for swimming pools licensure.

Ms. Price reminded board members about the upcoming NASCLA Annual Conference from Sept 9<sup>th</sup>-12 in Virginia Beach, Virginia. This is a national conference that includes national trends with licensure. She reminded board members to please let staff know if they were interested in attending, so that travel requests could be submitted by the end of the month.

### **Office of Investigation and Enforcement (OIE) Report – Todd Bond**

Mr. Bond reported that OIE received 603 total complaints related to contractors between January 1, 2024 and July 10, 2024. In addition, there were 80 active investigations and 617 closed cases.

Mr. Bond reported that between January 1, 2024 and July 10, 2024, OIE received 9 total complaints for burglar alarm, and fire alarm. In addition, there were 3 active investigations and 10 closed cases.

### **Investigative Review Conference Report (IRC) – Todd Bond**

Mr. Bond reported that the IRC met on June 27, 2024. The IRC recommended 23 cases for dismissal, 16 cases for formal complaints, 5 cases for formal complaints with citations, and 3 cases for a letter of caution for contractors.

For burglar, fire alarm, the IRC recommended 2 cases for dismissal.

#### **Motion:**

Mr. Richardson made a motion to approve the IRC report as presented. Mr. Marcum seconded the motion, which carried unanimously.

### **Office of Disciplinary Counsel (ODC) – Shelby Sutusky**

Ms. Sutusky presented the ODC report to the board members. She stated that there are currently 151 open cases in ODC. Of those cases, 42 cases are pending hearings and agreements and 42 are pending closure. She stated that 21 cases have been closed since the last meeting on April 15, 2024, and 41 cases have been closed since January 1, 2024.

### **DISCIPLINARY HEARING – Disciplinary Hearing**

#### **Case Nos: Case Number 2020-186, 2021-96, 2021-185, and 2022-199**

Shelby Sutusky, Office of Disciplinary Counsel, represented the State. The respondent was present at the hearing. All persons testifying were sworn in by the court reporter. In accordance with Board confidentiality statutes, the hearing was closed.

#### **Motion:**

Mr. Appleton made a motion to accept the 2 July 15th Memorandum of Agreements with a letter of caution. Mr. Marcum seconded the motion, which carried unanimously.

### **APPLICATION HEARINGS**

#### **Blaw Construction (CLM.3244)/Willard Wilson (CQM.9821PQ) – Renewal Application**

The renewal application for a mechanical contractor's license could not be approved at staff level due to the applicant having outstanding judgments related to construction. Mr. Wilson was present and was represented by Glenn Walters, Esq. A quorum of the board was present. All persons testifying were sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

#### **Motion:**

Mr. Williams made a motion to go into executive session for legal advice. Mr. Appleton seconded the motion, which carried unanimously.

#### **Motion:**

Mr. Appleton made a motion to come out of the executive session. Mr. Marcum seconded the motion, which carried unanimously.

It was noted for the record no votes were taken during executive session.

#### **Motion:**

Mr. Lehman made a motion to approve the application with the condition that Mr. Wilson resolve the judgment within 6 months and if not resolved, the license will be suspended until the judgment is resolved. Mr. Williams seconded the motion, which carried unanimously.

#### **Can Do Services Enterprises, Inc (CLM)/ Christopher Dale Shirley (CQM) – Initial Application**

The initial application for a mechanical contractor's license with the electrical classification could not be approved at staff level due to items appearing on Mr. Shirley's criminal background report. Mr. Shirley was present and was not represented by counsel. A quorum of the board was present. All persons testifying were sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

**Motion:**

Mr. Appleton made a motion to approve the application with no conditions. Mr. Williams seconded the motion, which carried unanimously.

**Smith Heating and Cooling (CLM)/ Kendall Smith (CQM)-Initial Application**

The initial application for a mechanical contractor's license with the Air Conditioning classification could not be approved at the staff level due to items appearing on Mr. Smith's criminal background report. Mr. Smith was present and was not represented by counsel. A quorum of the board was present. All persons testifying were sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

**Motion:**

Mr. Williams made a motion to approve the application with no conditions, and Ms. Lineberger seconded the motion, which carried unanimously.

**SC Grading Services LLC(CLG)/ Joshua Rabon (CQG)-Initial Application**

**Motion:**

The initial application for a general contractor's license with the Grading and Water and Sewer Lines classification could not be approved at staff level due to items appearing on Mr. Rabon's criminal background report. Mr. Rabon was present and was not represented by counsel. All persons testifying were sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

**Motion:**

Ms. Lineberger made a motion to approve the application, and Mr. Appleton seconded the motion, which carried unanimously.

**NEW BUSINESS**

**Nonstructural Renovation Classification**

Ms. Price reminded board members of the regulation change that was made earlier in the year, which added an examination requirement for the Nonstructural Renovation Classification. She stated that she has been working with PSI to develop the examination and is requesting that the Board approve an examination start date of January 1, 2025.

**Motion:**

Mr. Appleton made a motion to allow staff to give PSI the green light for a January 2025 exam start date. Mr. Marcum seconded the motion, which carried unanimously.

Ms. Price asked for suggestions for professionals who may be willing to serve as IRC members. She stated that we must have at least one professional member per IRC meeting and currently we have a very small pool of volunteers.

**PUBLIC COMMENTS**

No public comments.

## **ADJOURNMENT**

### **Motion:**

Mr. Richardson made a motion to adjourn. Mr. Appleton seconded the motion, which carried unanimously. The meeting concluded at 1:01 p.m.

The next meeting is scheduled for October 17, 2024, at 10:00 a.m.