

***SOUTH CAROLINA CONTRACTOR'S LICENSING BOARD***

**TASK FORCE TELECONFERENCE MEETING**

Synergy Business Park, Kingstree Building 110 Centerview Drive, Room 202-02

Columbia, South Carolina 29210

Minutes

Wednesday, October 3, 2018

2:00 p.m.

Legrand Richardson, Task Force Chair, announced that the meeting was held in accordance with §30-4-80 of the South Carolina Freedom of Information Act by notice mailed to all requesting persons, organizations, and news media. In addition, notice was posted on the bulletin boards at the main entrance of the Kingstree Building.

**WELCOME AND CALL TO ORDER:**

The Task Force meeting was held by teleconference and included Mr. Richardson, Scott Appleton, Task Force member and Jim Lady, Board Chair. Mr. Richardson called the Task Force meeting of the South Carolina Contractor's Licensing Board to order at 2:03 p.m.

Staff members participating in the meeting included: Georgia Lewis: Advice Counsel, Roger Lowe: Program Administrator, Rhonda Jackson: Program Coordinator, Shakera Thomas: Program Assistant, and Holly Beeson from the Office of Communications and Governmental Affairs.

**Approval of Agenda**

*Wednesday, October 3, 2018*

**MOTION:**

Mr. Appleton made a motion to approve the October 3, 2018 agenda. Mr. Richardson seconded the motion, which carried unanimously.

**Approval of Minutes**

*Friday, August 17, 2018*

**MOTION:**

Mr. Appleton made a motion to approve the August 17, 2018 minutes. Mr. Richardson seconded the motion, which carried unanimously.

**Chairman's Remarks**

Mr. Richardson stated the purpose of the committee which was to review and discuss the surety bond form, bond claim form, and the regulation for the bond claim process as required by S.C. Code Section 40-11-262.

Holly Beeson from the Office of Communications and Governmental Affairs addressed how Board staff will process requests for surety bond information. She stated that bond information is not confidential but it must be requested via a FOIA request. Rhonda Jackson stated that she talked with a member of the IT department and information on whether a company qualified by a financial statement or a surety bond would be available to the public on licensee lookup.

### **Surety Bond Form**

#### **MOTION:**

Mr. Appleton made a motion to accept the surety bond form with revisions. Mr. Richardson seconded the motion, which carried unanimously.

### **Surety Bond Claim Form**

#### **MOTION:**

Mr. Appleton made a motion to accept the surety bond claim form with revisions. Mr. Richardson seconded the motion, which carried unanimously.

### **Regulation for bond claim process**

(As required by S.C. Code Section 40-11-262)

#### **MOTION:**

Mr. Appleton made a motion to accept the regulation with revisions. Mr. Richardson seconded the motion, which carried unanimously.

### **Public Comments:**

There were no members of the public present.

### **Date of Next Meeting**

*Monday, October 8, 2018*

The next meeting of the SC Contractor's Licensing Board will be held Monday, October 8, 2018 beginning at 10:00 A.M., at the Synergy Business Complex, Kingstree Building, Room 202-03, in Columbia, SC.

### **Adjournment:**

#### **MOTION:**

Mr. Richardson made a motion to adjourn. Mr. Appleton seconded the motion, which carried unanimously. The October 3, 2018 meeting of the Task Force Committee adjourned at 3:30 P.M.