

**LLR - SOUTH CAROLINA MANUFACTURED HOUSING BOARD**  
**Synergy Business Park, Kingtree Building**  
**110 Centerview Drive, Kingtree Building, Room 202-02**  
**Columbia, South Carolina 29210**

**MINUTES**

**Tuesday, June 9, 2015**

**10:00 A.M.**

---

Mr. Randall Altman, Board Chairman announced that the meeting was held in accordance with §30-4-80 of the South Carolina Freedom of Information Act and, 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 Kingtree Building.

**WELCOME AND CALL TO ORDER:**

Chairman Altman called the regular meeting of the South Carolina Manufactured Housing Board to order at 10:00 a.m. Other board members present for the meeting included: Richard Bagwell, Dorothy W. Edwards, Wayne Iseman, Michael Levy, W. Marion Moore, Arthur Newton (recused) and Adam Reese.

Staff members participating in the regular meeting included: Hardwick Stuart, Advice Counsel, Tracey Perlman, Disciplinary Counsel, Todd Bond, Chief Investigator, Gwyn Morris, Investigator, Roger Lowe, Administrator and Crystal George, Program Assistant.

Others present participating in the meeting included Mark Dillard, Manufactured Housing Institute of South Carolina, Ed Schafer, Manufactured Housing Institute of South Carolina, Attorney Jake Moore (Attorney for Mr. Fields), Willie Fields (Respondent), Paula White (Witness), Sandra Powers, Complainant, Jeff Conner (Witness), Donna Conner (the public) and Jill Vickers, Court Reporter.

**Approval of Agenda:**

*Tuesday, June 9, 2015*

**MOTION:**

Mr. Moore made a motion to accept the Tuesday, June 9, 2015 Agenda. Mr. Newton seconded the motion, which carried unanimously.

**Approval of Minutes:**

*Tuesday, March 10, 2015 and Tuesday, April 14, 2015*

**MOTION:**

Ms. Edwards made a motion to approve the March 10, 2015 and the April 14, 2015 Minutes. Mr. Iseman seconded the motion, which carried unanimously.

**Approval/Disapproval of Absent Members:**

**MOTION:**

Mr. Bagwell made a motion to accept the absence of Mr. David Randall and Mr. Patrick Smith. Mr. Moore seconded the motion, which carried unanimously.

**Chairman's Remarks:**

The chairman had no remarks.

**Administrator's Remarks:**

Mr. Lowe spoke briefly on the Manufactured Housing Shipment Report.

**Office of Investigations and Enforcement (OIE):**

*Todd Bond*

**OIE Status Report** – There was a total of 30 complaints received from January 1, 2015 through June 9, 2015. Currently, there are 30 active investigations and 2 closed cases. IRC met on May 20, 2015 to review

**LLR - SOUTH CAROLINA MANUFACTURED HOUSING BOARD**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Kingstree Building, Room 202-02**  
**Columbia, South Carolina 29210**

**MINUTES**

**Tuesday, June 9, 2015**

**10:00 A.M.**

---

10 cases. Of the 10 cases, 9 was dismissed, 0 formal complaints, 1 formal complaint with a citation and 0 letters of caution.

**MOTION:**

Mr. Newton made a motion to approve the IRC Report as presented. Mr. Levy seconded the motion, which carried unanimously.

**Office of General Counsel (OGC):**

*Tracey Perlman*

**OGC Report** – As of June 5, 2015 there are 3 open cases, 2 pending action, 1 pending hearing (held today), and 3 closed cases.

**Unfinished Business:**

**Executive Session for Legal Advice**

**MOTION:**

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

**MOTION:**

Mr. Newton made a motion to come out of executive session. Mr. Iseman seconded the motion, which carried unanimously. No action was taken while in executive session except to obtain legal advice from advice counsel. Executive session was from 10:09 a.m. to 10:21 a.m.

**New Business:**

**Disciplinary Hearing**

*Case No.: 2013-39, Willie Fields, MCO. 11847*

Mr. Willie Fields was present and represented by counsel, Jake Moore. The Disciplinary Hearing was to determine if Mr. Willie Fields was in violation of the Act. The board heard testimony from the Respondent, Complainant, Investigator and witnesses.

**MOTION:**

Mr. Bagwell made a motion to adjourn for five minutes. Ms. Edwards seconded the motion, which carried unanimously. The break was from 12:03 p.m. to 12:14 p.m.

**MOTION:**

Mr. Bagwell made a motion to resume the meeting. Mr. Moore seconded the motion, which carried unanimously.

**MOTION:**

Mr. Bagwell made a motion to adjourn the meeting to make copies of evidential documents. Mr. Moore seconded the motion, which carried unanimously.

**MOTION:**

Mr. Moore made a motion to convene the Hearing. Mr. Bagwell seconded the motion, which carried unanimously. Adjournment was from 12:23 p.m. to 12:26 p.m.

**MOTION:**

Mr. Moore made a motion to go into executive session. Mr. Iseman seconded the motion, which carried unanimously.

**MOTION:**

Mr. Moore made a motion to come out of executive session. Ms. Edwards seconded the motion, which carried unanimously. No action was taken while in executive session except to obtain legal advice from advice counsel. Executive session was from 1:20 p.m. to 1:30 p.m.

**LLR - SOUTH CAROLINA MANUFACTURED HOUSING BOARD**  
**Synergy Business Park, Kingtree Building**  
**110 Centerview Drive, Kingtree Building, Room 202-02**  
**Columbia, South Carolina 29210**

**MINUTES**

**Tuesday, June 9, 2015**

**10:00 A.M.**

---

**MOTION:**

Mr. Iseman made a motion to dismiss the case. Ms. Edwards seconded the motion, which carried unanimously.

**Public Comments:**

Mark Dillard, Manufactured Housing Institute of South Carolina reported to the board regarding the PSI testing for dealers and salesperson which was a concern at the March 10, 2015 meeting.

**Date of Next Meeting:**

Chairman Altman announced that the next regular meeting of the South Carolina Manufactured Housing Board will be Tuesday, September 8, 2015 in room 105 at 10:00 a.m.

**Adjournment:**

**MOTION:**

Mr. Moore made a motion to adjourn the Tuesday, June 9, 2015 meeting. Mr. Iseman seconded the motion, which carried unanimously. There being nothing further, the meeting adjourned at 1:47 p.m.

*(These proceedings were recorded by a court reporter in order to produce a verbatim transcript, if requested, in accordance with the law.)*