

LLR – MANUFACTURED HOUSING BOARD
Synergy Business Park, Kingstree Building
110 Centerview Drive, Kingstree Building, Room 108
Columbia, South Carolina 29210
MINUTES

TUESDAY, February 10, 2009

10:00 A.M.

Welcome And Call To Order:

Randall Altman, Chairman called the regular meeting of the Manufactured Housing Board to order at 10:00 a.m. Other members present for the meeting included: Mr. Tim Holt, Mr. Clarence Strickland, Mr. Paul Laurent, Mr. Wayne Iseman, Ms. Jane Ballagh, and Mr. Michael Levy.

Randall Altman, Chairman 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.

Staff members participating in the meeting included: Sheridan Spoon, Deputy General Counsel, Angela Scott, Administrative Assistant, Sandra Dickert, Administrative Assistant, Mr. David Christian, III, Assistant Deputy Director, Annette Disher, Office of Licensure, Robbie Boland, Office of Licensure, Laura McDaniel, Office of Licensure, Sherrie Wilson, Office of Licensure, Dwight Hayes, Office of Licensure, Roz Bailey-Glover, Office of Licensure and Ms. Pam Dunkin, Office of Licensure.

Others present participating in the meeting included: Mr. Mark Dillard

Approval of Agenda:

Tuesday, October 14, 2008

MOTION:

Ms. Ballagh moved the Board to approve the Tuesday, October 14, 2008, agenda as previously noticed. Mr. Holt seconded the motion, which carried unanimously.

Election of Officers:

Chairman Altman turned the election process over to Mr. Sheridan Spoon, who called for the nominations from the floor for the Office of Chairman. Mr. Strickland moved to nominate Mr. Altman to serve as chairman. Mr. Holt seconded the motion. There being no further nominations, the nominations were closed and Mr. Altman was elected by acclamation. Mr. Spoon then called for nominations for the Office of Vice Chairman. Mr. Holt moved to nominate Mr. Laurent to serve as Vice-Chairman. Mr. Strickland seconded the motion. There being no further nominations, the nominations were closed and Mr. Laurent was elected by acclamation.

Approval of Minutes – Tuesday, October 14, 2008

Tuesday, October 14, 2008

MOTION:

Mr. Holt moved the Board to approve the Tuesday, October 14, 2008, meeting minutes with the following corrections: Page 5 paragraph 3 change two million manufactured homes to two million dollars. Mrs. Ballagh seconded the motion, which carried unanimously.

Approval/Disapproval of Absent Members:

Mrs. Gardner and Ms. Johnson received an excused absence.

Chairman's Remarks:

Mr. Altman thanked everyone for attending the meeting.

Administrator's Remarks For Information:

Advisory Opinions

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Sheridon Spoon

NONE

Legislative Update

Mr. Robert Selman

Mr. Anderson stated that staff is still working with the Manufactured Housing Institute on the apprentice legislation.

Mr. Anderson introduced Mr. David Christian, III Assistant Deputy Director of Office of Licensure and Compliance.

Mr. Christian informed the Board that LLR has consolidated all the licensure boards. He introduced his staff Mrs. Annette Disher, Program Coordinator responsible for renewal licenses; Mr. Robbie Boland, Program Coordinator, responsible for Special Projects; Laura McDaniel, responsible initial applications; Compliance Section Sherrie Wilson, monitors compliance for all the Boards, Dwight Hayes, Legal Counsel for the licensing section and responsible for non-routine renewal matters and follows all consent agreements, Roz Bailey-Glover, responsible for initial licensing and administration manager, and Pam Dunkin, responsible for daily operations incoming mail and administration manager. Mr. Christian informed the Board that the Office of licensure maybe implementing a new licensing system in April 2009.

Discussion on Expungement of Consent and Final Orders – Mr. Randy Bryant, Deputy Director

Mr. Anderson informed the Board that Mr. Bryant could not be present. He stated that it has been the Board's policy to publish disciplinary actions on the internet. Staff has recommended that the disciplinary actions be posted for an indefinite period of time.

HUD Audit

Mr. Anderson informed the Board that the HUD Audit went well and the Board is in compliance with the Federal Licensing Act. The Federal Register 3285 states that all new manufactured homes are required to have vapor barriers installed by October 20, 2008, and corrosion resistant anchors must be installed in new manufactured homes by February 2, 2009.

Quarterly News Letter

Mr. Anderson informed the Board that the Manufactured Housing Newsletter will be posted on the Manufactured Housing Website quarterly. He welcomed the Board to submit information to be placed in the newsletter.

Progress Reports

The status reports for October, November, December 2008 and January 2009, were reviewed. Copies of the status reports are hereby part of record.

New Licenses for October, November, December 2008 and January 2009

New Licensees

Reports listing the new licensees issued for October, November, December 2008 and January 2009, for Manufacturers, Dealers, Multi-Lot Salesperson, Salespersons, Contractors, Installers and Repairers were reviewed. A copy of the report hereby becomes part of the record.

Administrative- Protest Hearings & Citations for October, November, December 2008 & January 2009

Administrative Hearings:

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NONE

Old Business:

NONE

New Business:

Bond Claim

MOTION:

Mr. Iseman made a motion, to approve the bond claims submitted. Mr. Strickland seconded the motion, which carried unanimously.

Public Comments:

Mark Dillard

Mr. Mark Dillard from the Manufactured Housing Institute of South Carolina, thanked Mr. Anderson for a doing a great job managing the Manufactured Housing Program; and keeping the industry abreast with the changes. Mr. Dillard asked whether staff could provide information on all applicants that applies for a manufactured housing license. This would assist the industry in eliminating some of the people who violates the rules and regulations.

Mr. Anderson stated that would have to be requested under the Freedom of Information Act. He stated that staff currently works with the North Carolina Manufactured Housing Board and also, staff can flag applicants on ReLaes.

Michael Levy

Mr. Levy asked the Board to encourage and remind all homeowners to make sure their smoke alarms are working properly.

Timothy Holt

Mr. Holt asked whether a complaint has been filed against Mr. Noland a result of the discussion held at the last meeting.

Mr. Anderson answered no, there no formal complaint filed per that discussion. He informed the Board that Mrs. Angela Brown Neal Chastain appeared before the Administrative Law Judge for violating a Cease and Desist order issued by the Board for selling without a license. The Administrative Law Judge ruling is currently being appealed.

Dates of Next Meeting:

April 14, 2009, Room 108

The next meeting for the Manufactured Housing Board is scheduled for Tuesday, April 14, 2009, in conference room 108.

Adjournment:

Mr. Levy moved the meeting be adjourned. Ms. Ballagh seconded the motion, which carried unanimously. The February 10, 2009, meeting of the South Carolina Manufactured Housing Board was adjourned at 12:30 p.m.