

MINUTES
South Carolina Manufactured Housing Board
Board Meeting
March 3, 2020 at 10:00 a.m.
VIA TELECONFERENCE
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 108, Columbia, South Carolina

Meeting Called to Order

Randall A. Altman, Chairman called the meeting to order at 10:05 a.m. Other members attending the meeting included: Richard L. Bagwell, Dorothy W. Edwards, Wayne E. Iseman, Arthur M. Newton, David A. Randall.

Staff members present included: Molly Price, Administrator; Maggie Castle, Program Coordinator II; Crystal Varn, Program Assistant; Hardwick Stuart, Office of Advice Counsel; Todd Bond, Chief Investigator and Kyle Tennis, Office of Disciplinary Counsel.

Members of the public attending the meeting included: Con Eargle, South Carolina Manufactured Housing Academy; Mark Dillard and Shell Suber, Manufactured Housing Institute of South Carolina, Huseby Court Reporting Agency.

Statement of Pubic Notice

Mr. Altman announced that public notice of this meeting was properly posted at the South Carolina Manufactured Housing Board's office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

Approval of Agenda

MOTION

A motion was made and seconded to approve the March 3, 2020 Agenda.
Randall/Iseman/approved.

Approval of Excused Absence

MOTION

A motion was made and seconded to excuse the absence of Patrick Smith, W. Marion Moore and Adam Reese.
Newton/Randall/approved.

Approval of Meeting Minutes – December 10, 2019

MOTION

A motion was made and seconded to approve the December 10, 2019 minutes as published.
Bagwell/Newton/approved.

Board Chairman's Remarks

Mr. Altman thanked everyone for attending the meeting.

Staff Reports

a. Administrator's Report – Molly Price

Ms. Price presented the members with the Cash Balance Report, Number of Active Licensee Report and the Number of Applicants and Completed Inspections Report. The next Board meeting is scheduled for Tuesday, March 3, 2020.

b. Office of Investigations and Enforcement – Todd Bond

Mr. Bond announced that there was a total of 19 complaints this year. 24 active investigations and 20 closed cases.

Investigative Review Committee (IRC) Report – Todd Bond

Mr. Bond announced that the IRC met February 20, 2020. 9 cases are recommended for dismissal, 2 for formal complaints, 1 violation of Cease and Desist-ALC.

MOTION

A motion was made and seconded to accept the IRC Report as presented.
Edwards/Randall/approved.

c. Office of Disciplinary Counsel Report – Kyle Tennis

Mr. Tennis reported that there are 8 open cases, 1 pending OIE review, 4 pending Attorney Review and 3 pending CA/MOA/VS.

MOTION

A motion was made and seconded to accept the ODC Report as presented.
Newton/Iseman/approved.

New Business

a. Approval of South Carolina Manufactured Housing Academy Curriculum and Instructor.

The board was presented with a new curriculum for SC Manufactured Housing Training. The previous trainers, Con Eargle and Bruce Kelly retired and a new trainer and curriculum is required to continue the pre-licensing for mandatory training. The course would cover South Carolina Laws and regulations that are relevant to the manufactured housing industry. Joanne Polston will be the instructor for the course. She has been in the manufactured housing industry since 1995.

MOTION

A motion was made and seconded to accept the proposal for new manufactured housing training.
Randall/Bagwell/approved.

Election of Officers

MOTION

A motion was made and seconded to name Al Randall as vice chairperson.
Newton/Bagwell/approved.

MOTION

A motion was made and seconded to name Randall Altman as chairperson.
Randall/Newton/approved.

Public Comments

NONE

Executive Session

Adjournment

MOTION

A motion was made and approved to adjourn today's meeting at 10:43 a.m.
Iseman/Newton/approved