

LLR - SOUTH CAROLINA MANUFACTURED HOUSING BOARD
Synergy Business Park, Kingstree Building
110 Centerview Drive, Kingstree Building, Room 108
Columbia, South Carolina 29210

MINUTES

Tuesday, June 13, 2017

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 entrances of the Kingstree Building.

WELCOME AND CALL TO ORDER:

Chairman Altman called the regular meeting of the South Carolina Manufactured Housing Board to order at 10:02 a.m. Other board members present for the meeting included: Richard Bagwell, Dorothy Edwards, Wayne Iseman, Michael Levy, W. Marion Moore, Arthur Newton and Adam Reese.

Staff members participating in the regular meeting included: Hardwick Stuart, Advice Counsel, Kyle Tennis, Disciplinary Counsel, Todd Bond, Chief Investigator, RJ Kirby, Investigator Roger Lowe, Administrator, Melissa Burroughs, Program Assistant, Carla Mitchell, Temporary Staff and Rebecca Leach, Executive Assistant III.

Others present participating in the meeting included Senator Mark Dillard, Manufactured Housing Institute of South Carolina and Shirley Dallas, Court Reporter.

Approval of Agenda:

Tuesday, June 13, 2017

MOTION:

Mr. Newton made a motion to accept the Tuesday, June 13, 2017 Agenda. Mr. Moore seconded the motion, which carried unanimously.

Approval/Disapproval of Absent Members:

MOTION:

Mr. Iseman made a motion to approve the following absent members/staff: David Randall, Patrick Smith and Crystal George. Mr. Newton seconded the motion, which carried unanimously.

Approval of Minutes:

Tuesday, March 14, 2017

MOTION:

Mr. Moore made a motion to approve the Tuesday, March 14, 2017 Minutes. Ms. Edwards seconded the motion, which carried unanimously.

Chairman's Remarks:

Chairman Altman announced that he had heard from the Vice Chair, David Randall that he would not be present at the meeting.

Administrator's Remarks:

Mr. Lowe reported that Melissa Burroughs would be filling in for Crystal George.

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Office of Investigations and Enforcement (OIE):

Todd Bond, Chief Investigator

OIE Status Report –There was a total of 19 cases received since January 1, 2017.

IRC Report – IRC met June 2017 to discuss 7 cases. IRC recommends 5 cases be dismissed, and 2 formal complaints.

MOTION:

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

Office of Disciplinary Counsel (ODC):

Kyle Tennis

ODC Report – There are 8 cases open, 1 pending attorney review, 5 pending ALC drafting, 1 pending bond claim, 1 pending board action and 2 closed cases. .

MOTION:

Ms. Edwards made a motion to accept the ODC's Report as presented. Mr. Iseman seconded the motion, which carried unanimously.

Unfinished Business:

No Unfinished Business.

New Business:

Disciplinary Hearing

Case No.: 2017-2 – Dana Renee Phillips d/b/a Phillips Mobile Home Movers d/b/a BMD Enterprise, LLC – MCO.35656

Mrs. Dana Renee Phillips was present and without counsel. The purpose of this hearing was to determine whether disciplinary action should be taken against the license. Mr. Robert Crews accompanied the Respondent. Respondent, as well as, the State provided testimony. The complainant, Mr. Barry Heyward was also present and provided testimony.

MOTION:

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

MOTION:

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

MOTION:

Mr. Bagwell made a motion to find the Respondent guilty on all 5 charges for a total of \$2,500.00. The license shall be revoked and the State is to file a Cease & Desist. The bond is also to be fined \$5000 to be paid within 60 days of receipt of the order. Mr. Iseman seconded the motion, which carried unanimously.

MOTION:

Mr. Moore made a motion to adjourn the hearing. Mr. Newton seconded the motion, which carried unanimously.

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Continuing Education Implementation:

Mr. Mark Dillard, Manufactured Housing Institute of SC presented on proposed changes to require implementation for continuing education. Rebecca Leach, LLR staff, also presented on how the board needed to proceed with such changes and time frames.

MOTION:

Mr. Bagwell made a motion to proceed with implementing continued education as a requirement and authorized drafting verbiage. Mr. Moore seconded the motion, which carried unanimously.

Public Comments:

None

Adjournment:

MOTION:

Mr. Iseman made a motion to adjourn the meeting. Mr. Newton seconded the motion, which carried unanimously. There being nothing further, the meeting adjourned at 12:51 pm.

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