

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

These minutes are a record of the motions and official actions taken by the Board and brief summary of the meeting. A transcript of this meeting providing more detail will be available on the Board's website:

www.llr.state.sc.us/POL/manufacturedhousing.

Tuesday, March 13, 2012

10:00 A.M.

Public Notice of this meeting was properly posted at the Manufactured Housing Board 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.

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: Paul. Laurent, Michael N. Levy, W. Marion Moore, Dorothy Edwards, Clarence M. Strickland, Patrick Smith, Adolf Zubia, T. Sharon Johnson.

Staff members participating in the meeting included: Sheridan Spoon, Advice Attorney; Gary Wiggins, Administrator; Lil Ann Gray, Program Coordinator; Angela Scott, Administrative Assistant; Douglas Green, Program Coordinator; Todd Bond, Chief Investigator; and Ms. Gigi Lewis, Office of General Counsel.

Election of Officers: Chairman Altman turned the meeting over to Mr. Wiggins for nominations for Chair. Mr. Strickland nominated Mr. Randall Altman with a second from Mr. Levy. There were no other nominations for Chair and Mr. Wiggins called for the vote. Mr. Altman was elected chairman unanimously. Mr. Wiggins returned the meeting to Chairman Altman.

Mr. Strickland nominated Mr. Paul Laurent as vice-chairman with a second from Mr. Levy. The vote was unanimous.

Approval of Agenda:

Mr. Laurent made a motion to approve the Tuesday, March 13, 2012 agenda as presented. Mr. Levy seconded the motion, which carried unanimously.

Approval of Minutes

Mr. Wiggins asked that the Board carry the approval of the December 2011 minutes over until the next meeting. Mr. Strickland made the motion and Mr. Moore seconded the motion. The motion carried.

Approval/Disapproval of Absent Members:

Mrs. Sharon Johnson and Mr. Wayne Iseman received excused absences.

Presentation of New Members:

Mr. Wiggins presented two new members: Ms. Dorothy Edwards and Mr. Marion Moore and they were given the opportunity to introduce themselves. The remainder of the Board then introduced themselves to the new members.

Chairman's Remarks:

No remarks.

Administrators Remarks For Information:

Mr. Wiggins introduced Ms. Lil Ann Gray to the board stating that if he is not available to please contact Ms. Gray.

Mr. Wiggins also addressed the regulations stating that they would be before the House LCI Committee on April 9th.

Office of Investigations and Enforcement:

Mr. Bond stated that since the first of the year, 13 complaints had been received. Of those thirteen, five were in active investigation. He stated one from 2011 was in active investigation. He went on to say, eight current cases and 13 from 2011 were pending closure. Mr. Bond said average age of the active cases was 62 days as of March 8th. He also said in

2011 a total of fifty-three complaints were received. The inspector, Mr. R. J. Kirby conducted twenty-one dealer lot inspections through March 8th and ninety dealer lot inspections in 2011.

Office of General Counsel:

Ms. Gigi Lewis stated that as of March 13th, there was one open case and one case pending a hearing.

Old Business:

None

New Business:

None

Application Review Hearing:

Ellen E. Pontieri-Jones

The Board held an Application Review Hearing regarding Ms Ellen E. Pontieri-Jones. Ms. Jones appeared before the Board to present testimony and waived their rights to be represented by counsel. Ms. Jones was sworn in by Ms. Amanda Creel Godfrey.

MOTION:

Mr. Levy made a motion to allow Ms. Jones to update the application that is currently in place to reflect more favorable financials. Mr. Smith seconded the motion and the vote was unanimous.

(This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.)

Public Comments:

Mr. Mark Dillard, Manufactured Housing Institute stated that the LLR website is probably the best it's ever been. He did suggest that there be a place to find past fines and violations against licensees for use by the public.

Mr. Moore asked about the procedure for unlicensed practice. Mr. Bond stated that Mr. Kirby has noticed an increase in these cases and in looking into what had been done in the past and finding problems, corrections to the procedures have been implemented. Mr. Bond's area will be able to track cases better in the future due to the changes.

Mr. Levy asked if an application is made for license, would a prior infraction be known. Mr. Bond explained that a citation creates an entry in the licensing program that flags the person's name. If an application is made, information concerning the prior citation would be displayed. The discussion proceeded into the reporting of unlicensed practice by a written complaint submitted to the Office of Investigations and Enforcement. Ms. Gray explained that citations would not be listed on the website but cease and desist orders are posted. Mr. Dillard asked if citations would be available under the Freedom of Information Act and was Advised that they would be.

Date of Next Meeting:

The next meeting Manufactured Housing Board is scheduled for Tuesday, June 12, 2012, in conference room 108.

Adjournment:

Mr. Levy moved the meeting be adjourned. Mr. Moore seconded the motion, which carried unanimously. The March 13, 2012, meeting of the South Carolina Manufactured Housing Board was adjourned at 11:05 a.m.