

PLEASE NOTE: The following is a brief summary of the minutes of the North Carolina Manufactured Housing Board Hearing of April 15, 2008. (The official record is recorded and maintained on CD)

MINUTES OF THE
NORTH CAROLINA MANUFACTURED HOUSING BOARD
APRIL 15, 2008

RALEIGH, NORTH CAROLINA

Tim Bradley chaired the April 15, 2008 meeting. Members of the North Carolina Manufactured Housing Board present were: Lynn Carlson, Linda Willey, Katrina F. Bryant, Billy Glover, Wayne Carpenter, Dell Averette and Dennis Jones. Board Members, Michael Perkins, Larry Garner and new Board Member David Cranfield were not present. Staff present: Hazel Stephenson, Pat Walker, Karen Holden, Ellen Tyndall and LaShawn Strange, Staff Attorney. Others in attendance were as follows:

Al Ripley, NC Justice Center
Laura Hourigan, NC MHI

1. Chairman Bradley called the meeting to order. Chairman Bradley reminded Board Members that the Board as required by the North Carolina Ethics Commission Act must excuse themselves from action to come before the Board today if they have a conflict or potential conflict of interest. Chairman Bradley reminded the Board members to be sure their Conflict of Interest Statement has been submitted to the Ethics Commission. Historically, in the past, Board members who did not submit their statements have been removed from the Board.

Chairman Bradley advised that our newest appointed Board member, David Cranfield had surgery and would not be able to be with us today.

2. Minutes of October 16, 2007 Meeting were reviewed. Motion was made and seconded to accept the minutes with noted corrections. Motion passed.

3. **Business:**

- A. Staff Report Regarding Manufactured Building Division Complaints:

Staff presented a report of cases filed with the Division in 2007. In 2007, 98 HUD cases were opened. (78 of those were closed; 11 cases remained open as a result of bond claims being filed by the staff; 4 cases were closed and have been reopened; 5 cases open.) Hazel responded to questions by the Board.

- B. Licensing Report:

Staff reported a decline in the numbers. Linda Willey requested the staff provide report giving the number of inspections done, type of problems. Chairman Bradley suggested the staff present information to Board consistent with the request providing information relevant to problems, etc.

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4. Other Business:)

Chairman Bradley advised that the Staff had cancelled Board meetings when no significant business was present to bring before the Board. He also advised that the Staff is willing to meet and it's the Board call.

Chairman asked Board member if we meet four times a year regardless what is their interest as far as what kind of presentation. Ms. Willey has indicated one kind of report of what our inspectors are doing, complaints found, number of phone calls. Board directed Staff to prepare report for each meeting that consist of any open cases. Provide a synopsis of any open case bring cases to the meeting to respond to questions of the Board. If they see further, they can asked that it be brought before the Board to be heard. Chairman suggest Staff create a case listing and synopsis of every case during the quarter, list what action taken if resolved, date it was closed and if you have 10 that are closed, then after the meeting you take 10 off the list. At the next meeting if there are 10 or 15 more that are closed, then you take them off the list but the list will retain any cases that have not be resolved or seen by the Board. Be as detailed as you can without copying the whole complaint. Including the history, the background, synopsis background on the dealer and the manufacturer or whatever action taken by the Staff, action taken by the manufacturer to resolve it, just a complete synopsis. When it is closed just list closed at the bottom and then when the Board reviews, remove from the list. An open case will remain on the list and they you might see them 5 or 6 times before its resolved or brought to hearing.

Motion was made to adjourn the meeting and motion passed. Meeting adjourned.

Hazel T. Stephenson
Secretary, N.C. Manufactured Housing Board