

**STATE OF NEW MEXICO
MANUFACTURED HOUSING COMMITTEE MEETING
February 13, 2015
MINUTES**

The Manufactured Housing Committee held a regular meeting on February 13, 2015. Officially attending the meeting was:

Becky Nottke, Vice Chairman
Nancy Erickson, Member
Scott Christensen, Member
Robert Kear, Member
Chris Starace, Member
Pat McMurray, Director

ABSENT: Bruce Hoover, Member
Rick Word, Assistant Attorney General

1. Convene, Determination of Quorum and Introductions: Commissioners and Audiences

Sam Saucedo, MHC Committee Administrator established that a quorum of the Committee Members thru roll call, all members were present and convened the meeting at 9:34 a.m.

2. Approve Agenda

MOTION: Committee Member Christiansen moved to approve the Agenda as presented.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

3. Public Comment

None

4. MHD Director's Report

Director Pat McMurray presented his report to the Committee Members.

5. Bureau Chief's Report

Bureau Chief Jesus Carrasco presented his report to the Committee Members.

6. Old Business – Approve Minutes

MOTION: Committee Member Kear moved for the approval of the minutes from December 12, 2014 meeting.

SECOND: Member Erickson seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

7. Executive Session:

Member Christensen moved that the Manufactured Housing Committee go into Executive Session to discuss matters pertaining to the issuance, suspension, renewal or revocation of a license; to deliberate pending cases; and to discuss pending litigation.

SECOND: Committee Member Erickson seconded the motion.

VOTE: Vice Chair Nottke called for a roll call vote. The votes of all members present are recorded below:

Vice Chair Nottke	Yay
Committee Member Erickson	Yay
Committee Member Christensen	Yay
Committee Member Kear	Yay
Committee Member Starace	Yay

Noting that the motion to close passed unanimously, Vice Chairman Nottke declared the meeting closed to the public at 9:46 a.m.

Vice Chairman Nottke re-opened the meeting to the public at 10:15 a.m.

8. Action on items discussed during Executive Session -

MOTION: Vice Chairman Nottke entertained a motion to open the meeting to the public. She further stated that only matters exempt from the open meeting requirement, NMSA 1978 10-15-1(J). No other matters were discussed, and no other actions were taken during executive session.

SECOND: Committee Member Christensen seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

a. Consideration of disciplinary matters which dismissal or closure is recommended by the Complaint Committee:

MOTION: Committee Member Christensen moved to close case NM 12-06-016.

SECOND: Member Erickson seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christenson moved to close case 63; 13-02-22 MHD.

SECOND: Member Erickson seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christenson moved to dismiss case 76; 14-03-04 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christenson moved to close case 330; 12-07-12 MHD.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christenson moved to close case 424; 14-10-17 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christenson moved to close case 443; 14-10-30 MHD.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

b. Deliberation on Licensee Disciplinary Action Cases in which Issuance on Notices of Contemplated Action (“NCA”) is Recommended:

MOTION: Committee Member Erickson moved to NCA case 02; 13-12-23 MHD.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Erickson moved to NCA case 34; 14-01-31 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

9. NEXT MEETING DATE: April 28, 2015, 9:30 a.m., Construction Industries Office, 5200 Oakland NE, Albuquerque NM, Main Conference Room

10. Adjourn

MOTION: Committee Member Nottke made a motion to adjourn at 10:18 a.m.

VOTE: All voted in favor of the motion.

Becky Nottke, Vice Chairman Date

ATTEST:

Pat McMurray, Secretary Date