

**STATE OF NEW MEXICO
MANUFACTURED HOUSING COMMITTEE MEETING
April 28, 2015
MINUTES**

The Manufactured Housing Committee held a regular meeting on April 28, 2015. Officially attending the meeting was:

Becky Nottke, Vice Chairman
Nancy Erickson, Member
Chris Starace, Member
Bruce Hoover, Member
Pat McMurray, Director
Rick Word, Assistant Attorney General

ABSENT: Scott Christensen, Member
Robert Kear, Member
Jesus Carrasco, Bureau Chief

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 9:38 a.m.

2. Approve Agenda

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

SECOND: Member Starace 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

Director Pat McMurray presented Bureau Chief Jesus Carrasco's report to the Committee Members.

6. Old Business – Approve Minutes

MOTION: Committee Member Starace moved for the approval of the minutes from February 13, 2015 meeting.

SECOND: Member Erickson seconded the motion.

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

7. New Business – Approve MHC Open Meetings Resolution

MOTION: Committee Member Hoover moved for the approval of the MHC Open Meeting Resolution.

SECOND: Member Erickson seconded the motion.

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

8. Executive Session:

Member Hoover 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 Hoover	Yay
Committee Member Starace	Yay

Noting that the motion to close passed unanimously, Vice Chairman Nottke declared the meeting closed to the public at 9:54 a.m.

Vice Chairman Nottke re-opened the meeting to the public at 10:41 a.m.

9. Action on items discussed during Executive Session –

MOTION: Vice Chairman Nottke entertained a motion to open the meeting to the public. She further affirm 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 Hoover 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 Erickson moved to dismiss case 06; 15-01-05 MH A.

SECOND: Member Starace seconded the motion.

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

MOTION: Committee Member Erickson moved to dismiss case 06; 15-01-05 MH B.

SECOND: Member Hoover seconded the motion.

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

MOTION: Committee Member Erickson moved to dismiss case 421; 14-10-14 MHD.

SECOND: Member Starace seconded the motion.

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

MOTION: Committee Member Erickson moved to close case NM-12-07-017.

SECOND: Member Hoover 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 Starace moved to issue NCA in case 250; 14-07-10 MHD.

SECOND: Member Erickson seconded the motion.

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

c. Special Considerations Defaults:

MOTION: Vice Chair Nottke moved to Table case NM-09-05-020.

SECOND: Member Hoover seconded the motion.

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

MOTION: Vice Chair Nottke moved to Table case NM-09-11-028.

SECOND: Member Starace seconded the motion.

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

MOTION: Vice Chair Nottke moved to Table case 227; 14-02-13.

SECOND: Member Hoover seconded the motion.

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

10. NEXT MEETING DATE: June 12, 2015, 9:30 a.m., Construction Industries Office, 5200 Oakland NE, Albuquerque NM, Main Conference Room

11. Adjourn

MOTION: Vice Chair Nottke made a motion to adjourn at 10:47 a.m.

SECOND: Committee Member Starace seconded the motion.

VOTE: All voted in favor of the motion.

Becky Nottke, Vice Chairman Date

ATTEST:

Pat McMurray, Secretary Date