



**Advisory Committee for the South Carolina Building Code Council, Loss Mitigation Grant Program and South Carolina Comprehensive Hurricane Damage Mitigation Grant Program**

**Location: Independent Insurance Agents and Brokers of SC, 800 Gracern Road, Columbia SC 29210**

**Meeting Minutes**

**November 17, 2010**

**Call to order:**

Casey Brunson called the meeting to order at 2:00 p.m. The following committee members were in attendance: Frank Sheppard, Gary Wiggins, Brice White, Emily Dziuban, Carl Simmons, Todd Hiott and Gary Mason. Andy Brandenburg assigned his proxy to Ann Roberson. Ann Roberson assigned her proxy to Frank Sheppard. Allison Love assigned her proxy to Gary Wiggins.

**Approval of October 20, 2010 Minutes:**

There were no changes made to the last meeting minutes and Carl Simmons made the motion to adopt, and Frank Sheppard seconded the motion. The minutes were accepted as submitted.

**Review of Applications:**

Following a review and recommendation by members of the Sub-committee for Grant Review, Application 1183 and 1945 were pulled from the Synopsis, both projects are located in Marion. Application 1183 was pulled due to being an older home, built in 1938, and the amount on the Contractor's Estimate was \$5,400. This concerned the Advisory Committee. The home is insured for \$30,000. Application 1945 was also pulled because of the age of the home. It was built in 1945 and the estimate amount was \$4,900 with an insured value of \$70,000. Ms. Brunson asked the Advisory Committee if lowering the 50 percent rule could be addressed at the next Advisory Committee Meeting because as with this particular project, the cost of the

retrofit is almost one-third of the entire value of the structure. Ms. Brunson noted that more recent applications are trending toward for more recently built projects.

Carl Simmons commented on Application 1624, stating in the description the gable ends would be braced but in the synopsis notes it states gables do not need bracing per contractor. Ms. Brunson understood the additional notes consist of the most up to date information as most of the descriptions are copy and paste.

Carl Simmons made a motion to move forward by adopting the synopsis and Frank Sheppard seconded. The motion carried approving the synopsis except for Application 1183 and 1945.

### **Old Business:**

Ms. Brunson commented on the Annual Meeting and asked for suggestions or feedback. She stated that the Director and Department felt it was successful and all of the speakers did a great job.

A list of contractors and inspectors that did not attend the mandatory Annual Meeting was sent to the board before today's Advisory Committee Meeting. Ms. Brunson asked the Advisory Committee if the staff should send out a letter making the Contractors and Inspectors aware that they have been removed from the Contractors and Inspectors lists because they did not attend the mandatory Annual Meeting. Carl Simmons asked if it was correct that if they did not attend or have an excuse they would be removed. Ms. Brunson said yes that was correct. Ms. Brunson asked how the Advisory Committee would like to handle this issue. She asked if there should be some sort of a probationary period or a make-up meeting that these Contractors and Inspectors could attend if they wanted to continue to work with SC Safe Home. A discussion regarding this matter took place. Ms. Brunson then asked if there were any additional comments about the Annual Meeting. Gary Mason stated that the Advisory Committee accepted this as information but that the Committee needed to address how they wished to handle those that did not attend the Annual Meeting.

Carl Simmons asked if it was spelled out in the Plan of Operation that the Annual Meeting was mandatory and those that did not attend would lose their privileges to participate with the SC Safe Home Program. Mr. Mason stated that was correct and Mr. Simmons said in that case we do not want to change the rules so there is no vote needed. Mr. Simmons asked if we have rules that state that they can be removed until a next class is held. Following additional discussion it was determined that the staff will review the specific language outlined in The Plan of Operations and bring it back before the Advisory Committee for further consideration.

**New Business:**

Ms. Brunson asked if there was any new business.

She stated the Annual Report will be ready by the beginning of the year and will be released in conjunction with the Annual Coastal Report that is submitted to the Governor and members of the General Assembly. Joseph McDonald added if anyone had something to submit to please email it to the staff. He added we will have a quarterly newsletter sent out within the next couple of weeks. All contractors, inspectors and homeowners that submitted applications and received grants will receive the newsletter.

Ms. Brunson asked if there was anything further, there being none, a motion to adjourn was made by Frank Sheppard and seconded by Carl Simmons. The meeting concluded at 2:20 p.m. Ms. Brunson announced the next meeting date will be December 8<sup>th</sup>, 2010.

Respectfully submitted,

Casey Brunson