

DRAFT

ARIZONA BOARD OF MANUFACTURED HOUSING

ABBREVIATED MINUTES

October 16, 2024 BOARD MEETING

CALL TO ORDER

Chairman Roe called the meeting to order at 1:00 p.m.

ROLL CALL

Board Members present: Chairman David Roe, Jay Daniels, Jan Doughty, Terry Gleeson, Everette Hoyle, Gregory Johnloz, and Michael Young.

Absent: Kory Beickel

Arizona Department of Housing (“Department”) Staff: Assistant Deputy Director, Tara Brunetti (Brunetti); Board Secretary Ayde Sanchez and Ashley Solis.

CALL TO PUBLIC

Tom Dunn addressed the Board to thank the Department for attending the Sedona Convention with MHIA.

APPROVAL OF APRIL 17, 2024 BOARD MINUTES

Board member Johnloz entertained a motion to accept the prior Board Meeting Minutes; Board member Gleeson made a motion to accept and the Board voted unanimously to accept.

STAFFING UPDATE

Brunetti presented to the Board recently hired staff members that filled the following positions three (3) Installation Inspectors, two (2) FBB Inspectors, two (2) Plan Examiners, and 2 Retail Auditor/Investigators. At this time the Department does not intend to hire additional Inspectors as they are still training and it is unclear if additional staff is needed once they are fully trained.

AUDIT RESULTS

Brunetti informed the Board that the Sunset Audit Review has concluded and the results have been published. Overall the Department of Manufactured Housing did an outstanding job. The Auditors had three (3) recommendations for the Department which only two (2) related to the Board. The two recommendations related to the Board are fee setting and language to be reviewed and corrected for Rule requirement for 41-4030, 41-4032 and 41-4036. The Department has declined to accept the recommendation regarding fee setting as the Board is responsible for establishing fees. The Department intends to review the Rules and revise the language to submit a bill to have the Statutes updated in the upcoming session.

LEGISLATIVE PROPOSAL

Brunetti informed the Board that there would likely be legislative changes in the upcoming session. One of the changes will include the removal of the Board's requirement to create Rules for 41-4030, 41-4032 and 41-4036. If the proposed legislative changes do not move forward, a Rule change may be required in the near future in order to address those statutory requirements. Brunetti also indicated that a Rule change may be necessary in order to adjust bond requirements and updated building codes. Brunetti informed the Board that there is an initiative that could result in legislative changes that would add the oversight of Manufactured/Mobile Home Parks to OMH, and if successful, a new license scope may be required.

BOARD CONFIRMATION UPDATE

Brunetti informed the Board Members that all terms are expired and currently under "Holdover" status and are awaiting for Senate confirmation.

NEXT BOARD MEETING DATE

The next meeting is tentatively scheduled for January 15, 2025.

ADJOURNMENT

Chairman Roe thanked the Board members for their attendance. The meeting adjourned at 1:59 p.m.