

FINAL

State of Oregon

**Manufactured Structures and Parks
Advisory Board**

Regular Meeting Minutes

March 9, 2006

- Member present:** Bill Eames, chairman
Bill Peterson, vice-chairman
John Caul
Michael Erb (teleconference)
Sandi Kadash
Bob Netter
Jeff Payne
Bob Schriever
- Members absent:** Wallace Fort
Charles Lynch
- Staff present:** Mark Long, Building Codes Division administrator
Andrea Simmons, policy and technical services manager
Mark Campion, board secretary
Albert Endres, manufactured structures chief
Monte Taylor, RV inspector
Richard Baumann, policy analyst
Sherry Mitchell, manufactured structures ownership
program specialist
Debi Barnes-Woods, boards coordinator
- Guests present:** Don Miner, Oregon Manufactured Housing Association (OMHA)
Steven McKinley, McKinley Service Company

I. Board Business

A. Call to order.

Chairman Bill Eames called the Manufactured Structures and Parks Advisory Board to order at 9:30 a.m. The meeting was held at Building Codes Division, Conference Room "A," 1535 Edgewater NW, Salem, Oregon.

B. Roll call.

Wallace Fort and Charles Lynch were absent, not excused.

C. Approval of agenda and order of business.

Chairman Eames **RULED** the agenda approved.

D. Approval of the regular meeting minutes of September 15, 2005.

Chairman Eames **RULED** the minutes of September 15, 2005 approved.

E. Date of the next regularly scheduled meeting.

September 14, 2006.

II. Public Comment

Steve McKinley, an installer, brought examples of badly rusted steel support stands from a manufactured home located at the coast. He feels that steel stands should not be allowed on the coast, and stated that there were various degrees of deterioration on steel stands of several other homes.

The stands have been in place ten years. According to Mr. McKinley, the peers are not resistant to the coastal salt air. Mike Erb requested that the steel stands be kept at BCD for review by other installers.

Albert Endres said that the division would research the product, and also look at the broad picture concerning this specific manufactured dwelling.

III. Reports

A. Building Code Division administrative report.

Administrator of Building Codes Division Mark Long distributed *Exhibit "A,"* 2005 BCD Accomplishments.

Electronic services: The division has improved services by allowing customers to purchase permits on-line in certain jurisdictions, and purchase minor labels on-line in all jurisdictions. The division has purchased a new licensing system that allows customers to apply for and renew licenses on-line.

HB 2352: The division worked with the industry to remove the unnecessary regulations for used recreational vehicles. The new law went into effect January 1, 2006. Dealers of used recreational vehicles are no longer required to have additional inspections, outside of the mandatory inspections. The new recreational vehicles will still be regulated. Currently the division inspects recreational vehicles for sale that have been built within the last five years.

Accountability and consumer protection: All inspectors are required to cite code references when they require corrections. This new rule went into effect January 1, 2006.

Improved consistency: BCD adopted a statewide interpretation process for all programs, and tied it to inspector accountability. If the state issues an interpretation through an adopted policy, it has the same legal weight as code.

When inspector actions are questioned, there is a uniform way to appeal an inspection result.

Continuing education: New ideas have been forwarded that would move some training programs into a web-base platform, including license or certification continuing education.

Chairman Eames explained how the Construction Contractors Board conducts training on-line. Although the training was completed on-line, the exam was conducted at a proctor site.

Senate Bill 421: This bill created regions throughout the state to assist in the administration of the state building code, and resolve disputes in a jurisdiction.

Construction Claims Task Force: *Exhibit "B."* The task force is studying issues related to construction defects, contractor liability insurance, and consumer protection. The group is currently reviewing the moisture content in buildings. For more information on the task force: <http://egov.oregon.gov/DCBS/CCTF/> .

BCD's budget: The division collects revenue from permits, surcharges and licensing fees. In reviewing the collection of surcharges, it was discovered surcharges were not collected correctly in all program areas. Steps have been taken to remedy the situation.

B. Program updates.

Albert Endres, program chief for manufactured structures and parks, provided a brief introduction for Jim Denno, the new manager for the manufactured homes section at the Building Codes Division.

The national installation dispute resolution program: Oregon's program will be used as a model nationwide. It was scheduled to be in effect January 1, 2006. The program has been delayed by HUD.

Upcoming changes in the recreational vehicle parks program: As the administrator reported in his update, the state will no longer inspect certain used recreational vehicles effective January 1, 2006.

Status of the manufactured dwelling and parks specialty code: The code became effective April 1, 2002. At this time the division is not planning to update the code.

Mr. Endres provided feedback from installers in the industry. All feedback was positive.

New 468 project manager: Due to the hiring of Barry Jones, the new 468 project manager of the ownership committee, Albert Endres advised he will no longer have that interim role.

Chairman Eames recalled a statute change (unable to identify location), regarding park models and length of annual habitation. Mr. Endres noted that there was a statute change in HB 2247 (section 197) that addressed the issue. Mr. Endres read the statute for clarity and said that the statute was not administered by the Building Codes Division.

- C. Manufactured structures ownership document program update:** Mr. Endres was pleased to report that SB 468 ownership program transition, which entailed transferring the manufactured ownership documents, dealer licensing and trip permits from the Department of Motor Vehicles to the Building Codes Division went well. Most of the comments heard have been positive. The transfer was effective May 1, 2005.

IV. Communications

Update on code adoption process rulemaking.

Manager of Policy and Technical Services, Andrea Simmons, distributed "The Life of a Code in Oregon," *Exhibit "C."* She related that the board chair/vice-chair group has focused on consistent code interpretation, alternate method rulings, and code appeal processes. The group reviewed the code adoption process for consistency and recommended a consistent process for adoption and amendment.

The board chair/vice-chair group is now reviewing licensing renewal processes. In April enforcement processes will be discussed.

The discussion of the board terms were addressed.

Administrator Long introduced Barry Jones as the new SB 468 Program Manager. Barry Jones gave an update on the program. There have been some changes with the LOIS System. The feedback regarding the use of the LOIS System has been described as "very user friendly." There are some changes to be made. Mr. Jones will provide an updated report at the next meeting.

VI. NEW BUSINESS – None.

VIII. ADJOURNMENT

Chairman Bill Eames adjourned the meeting at 11:00 a.m.

Debi Barnes-Woods
Boards Coordinator

Exhibits:

- A.** 2005 BCD Accomplishments, *Agenda Item III.A., page 2.*
- B.** Construction Claims Task Force, *Agenda Item III.A., page 3.*
- C.** "The Life of a Code in Oregon," *Agenda Item IV., page 4.*