



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

**RESIDENTIAL BUILDERS' AND MAINTENANCE
AND ALTERATION CONTRACTORS' BOARD
Ottawa Building, Upper Level Conference Room 3
611 West Ottawa Street
Lansing, Michigan 48933**

MINUTES
August 30, 2022
10:00 a.m.

APPROVED 11/10/2022

MEMBERS ATTENDING

Mr. James Cowhy, Chairperson
Mr. Aleemullah Khan
Mr. Keith Lambert, Nonvoting Ex Officio Member
Mr. Damien Nelson
Mr. Steven Swan
Mr. Kenneth Stahl

MEMBERS ABSENT

Mr. D. Jamie Wood, Vice Chairperson
Mr. William Kenney
Vacant – Licensed Residential Builders
Vacant – Maintenance & Alteration Contractors

DEPARTMENT PERSONNEL ATTENDING

Mr. Jon Paradine, Director, Inspections Division, BCC
Ms. Felicia Badger, Manager, Residential Builders Section, BCC
Mr. Bill Wilhelm, Administrative Law Specialist, Residential Builders Section, BCC
Ms. Alaysha Oviedo, Departmental Analyst, Residential Builders Section, BCC
Mr. Lance Ash, Chief, Electrical Section, BCC
Ms. Tracie Pack, Departmental Analyst, Administration Section, BCC
Ms. M. Catherine Waskiewicz, Assistant Attorney General, Office of the Attorney General

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairperson Cowhy called the meeting to order at 10:05 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Board Member Stahl and **SECONDED** by Board Member Swan to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

3. APPROVAL OF MINUTES – JUNE 28, 2022

A **MOTION** was made by Board Member Stahl and **SECONDED** by Board Member Swan to approve the minutes of the June 28, 2022 meeting. **MOTION CARRIED UNANIMOUSLY.**

4. HEARING REPORTS

A. Davon Smith; License No. 2101213266; Docket No. 21-025059

The Report of the Administrative Law Judge, Docket No. 21-025059, for the formal complaint filed against respondent Davon Smith was reviewed by the Board.

A **MOTION** was made by Board Member Stahl and **SECONDED** by Board Member Nelson to open discussion. **MOTION CARRIED UNANIMOUSLY.**

Following discussion, a **MOTION** was made by Board Member Stahl and **SECONDED** by Board Member Nelson to assess the respondent restitution of \$5,900.00 with an initial fine of \$10,000.00 both to be paid within 90 days. The respondent's License No. 2101213266 shall be revoked. (Aye: Board Members Cowhy, Khan, Nelson, Stahl, Swan, and Wood; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

5. UNFINISHED BUSINESS

None.

6. NEW BUSINESS

After discussion with Bureau staff, AAG Waskiewicz asked for the Board's opinion on election of an additional officer to be able to provide assistance for the chair and vice chair functions when situations such as recusals and absences keep the elected chair and vice chair from being able to perform their duties.

Following discussion, a **MOTION** was made by Board Member Cowhy and **SECONDED** by Board Member Swan to create an Alternate Vice Chairperson position to the Board and nominate Board Member Stahl to that position. **MOTION CARRIED UNANIMOUSLY.**

7. BUREAU QUARTERLY REPORT

Director Lambert reported on the following:

The Bureau continues to work with auditors regarding their findings during its 2020 audit.

Andrew Brisbo will be joining the Bureau as its new Director the week of September 18, 2022.

Bryan Bryson will be starting September 4, 2022 as the new manager hired to fill the long-term manager vacancy in the Administration Section.

Director Lambert introduced Jon Paradine who has been managing the Bureau's Building Section and is now the Inspections Division Director.

8. PUBLIC COMMENT

None.

9. NEXT MEETING DATE – NOVEMBER 10, 2022

The Board is scheduled to meet next at 10:00 a.m. at 611 West Ottawa Street, Lansing, MI 48933 in Upper Level Conference Room 3 on Thursday, November 10, 2022.

10. ADJOURNMENT

A **MOTION** was made by Board Member Nelson and **SECONDED** by Board Member Stahl to adjourn the meeting at 10:39 a.m. **MOTION CARRIED UNANIMOUSLY.**