

Minutes
HUD Manufactured Housing Consensus Committee
Marriott Metro Center, Washington, D.C.
August 13-15, 2002

Tuesday, 8/13

1. Commissioner John Weicher opened the first meeting of the HUD Manufactured Housing Consensus Committee (MHCC) by welcoming the members and thanking them for their commitment of time to participate in the MHCC. He noted that their participation is a public service. The MHCC is one of the most important parts of the Manufactured Housing Improvement Act of 2000 (MHIA 2000). In particular, it will shape HUD's approach to installation and dispute resolution. He also noted it is a unique blend of Federal Advisory Committee Act (FACA) procedures and American National Standards Institute (ANSI) procedures for the development of consensus standards.

Commissioner Weicher noted that William Matchneer has been appointed the Designated Federal Official (DFO) by HUD Secretary Martinez and also has been appointed interim Chairman of the MHCC.

Commissioner Weicher noted the importance of manufactured housing to the housing stock of the United States. It is about 20% of new housing and between 5% and 10% of the total housing stock. The federal role in manufactured housing is unique in that it establishes a national building code for such housing.

Lastly, Commissioner Weicher noted that the MHCC operates under FACA. This meeting is a public meeting and a record will be kept in accordance with FACA procedures.

2. Chairman Matchneer welcomed the members and asked for self-introductions. (See Attendance List - Attachment 1.) He reviewed the agenda and asked for comments or additions. There were none.
3. Mr. Aaron Santa Anna, HUD Office of General Counsel, presented a brief overview of the FACA. He distributed a copy of the GSA Federal Advisory Committee Management rules (41 CFR Parts 101-6 and 102-3; 66FR37728) and a brochure on the FACA.

Mr. Santa Anna noted that FACA requires meetings to be open and accessible to the public. A notice of a meeting must be published at least 15 calendar days prior to the meeting. He noted that the Designated Federal Officer (DFO) is responsible for calling meetings and approving agendas. If consideration is being given to close a meeting, the DFO is to consult with

HUD Counsel and obtain an agency determination that such meeting may be closed.

Mr. Walter expressed his opinion that the FACA rules for notification and openness are not significantly different than the ANSI procedures for consensus standard development. Mr. Ghorbani asked how much discretion there is in MHCC operating procedures. Mr. Santa Anna answered that the MHIA 2000 lays out the parameters. Mr. McHale asked what restrictions the FACA and the Government in Sunshine Act places on communications between members. Mr. Santa Anna indicated that subcommittees were not subject to FACA provided that all actions were brought to the MHCC for deliberation and decision. Mr. Youse asked how the public was informed of this meeting. Mr. Matchneer indicated that a notice was published in the July 29, 2002 Federal Register and in the Washington Daybook.

4. Mr. Solomon presented an overview of ANSI and its procedures for the development of consensus standards. He noted that NFPA is an ANSI accredited standards developing organization. Mr. Ghorbani noted that NFPA 501 and 501B are ANSI standards. Mr. Solomon concurred, noting that all NFPA standards are ANSI standards.

Mr. Zieman requested that Mr. Solomon review the status of NFPA 501 and the new NFPA 225, Model Manufactured Home Installation Standard. As background, Mr. Solomon gave a brief overview of the NFPA standards development process. He noted that the key steps are the call for proposals, the Technical Committee meeting to review and recommend an action on the proposals, the publication of the Report on the Proposals (ROP) for public comment, the committee meeting to review and act on the public comments, the publication of the final Report on Comments (ROC) on the proposals and actions on the public comments, the NFPA meeting for members to vote on the committee recommendations, and, the opportunity to appeal the membership action to the NFPA Standards Council. Mr. Solomon noted that all actions taken at committee meetings are subjected to a letter ballot of the committee, with negative ballots circulated to the committee to afford members to change their ballot based on the information contained in the negatives. Where two or more committees deal with the same subject matter there is a Technical Correlating Committee to resolve conflicts.

Mr. Solomon noted that the update to NFPA 501 and the new NFPA 225 will be voted on by the NFPA membership at the fall 2002 NFPA meeting. Publication will be in early 2003. Mr. Walter noted that he expects that there will be several Tentative Interim Amendments (TIAs) to NFPA 225 after its publication because it is a new standard.

5. Mr. Matchneer gave a brief overview on the Manufactured Housing Improvement Act of 2000 (MHIA 2000), noting that others in the room worked

on the development of the Act. He noted that in 1976 HUD essentially adopted the existing NFPA standard. Efforts to revise or update the "HUD code" since then have been difficult so the MHIA 2000 created the MHCC to avoid past problems. The MHIA 2000 also mandates that the MHCC propose an installation standard and an enforcement program to HUD within 18 months after the appointment of the MHCC. He noted that this would be a priority for the MHCC. He noted that the timeframes in the act for action by HUD are tight and working proposals through HUD and OMB review within those limits will be a challenge.

Mr. Ghorbani noted that HUD must publish all recommendations for public comment. He also noted that recommendations should be performance oriented rather than prescriptive. He noted that there would be enforcement of the standards, which is different than voluntary conformance to ANSI standards.

Mr. Walter hoped that HUD and OMB would allow publication of the proposals within the 30 day period while concurrently conducting their internal review.

Mr. Berger asked how the NFPA standards relate to the International Residential Code (IRC) 2000. Mr. Walter noted that the NFPA standards are basically updates of the "HUD code" and that many manufacturers conform to both codes.

Mr. Ghorbani noted that the NFPA standards are a good place to start. Mr. Matchneer noted that NFPA 225 would be an important document for the MHCC because of the 18-month mandate.

6. Mr. Solomon reviewed the HUD Statement of Work for an Administering Organization (AO) to administer a voluntary consensus standard process and rule making process for implementing the requirements of the MHIA 2000. He noted that the HUD Statement of Work broke the project into five periods – a base period, and 4 subsequent option periods. He noted that each period is contracted for separately. NFPA was awarded the contract for the base period and subsequently for option period 1. If NFPA does not perform satisfactorily, HUD could award the contract for the next period to another organization. The base period ran from September 2001 through June 2002. Periods 1- 4 are for one year each. Option period 1 runs from June 19, 2002 through June 20, 2003.

The base period required a call for participation leading to a recommendation to HUD for the members of the MHCC. Almost sixty individuals responded. The candidates were sorted by interest category as specified by the MHIA 2000 and the individual's qualifications were reviewed. Particular attention was paid to the applicant's connection to manufactured housing, geographical location and background. The recommendations were submitted to HUD in

December 2001. The HUD Secretary was responsible for making the final appointments, which occurred in June 2002. The MHCC was polled for available dates for this initial meeting. NFPA made arrangements for the meeting and drafted the agenda. HUD submitted the notice to the Federal Register. The priority focus for option period 1 is development of the installation standard to meet the 18-month mandate of MHIA 2000.

Mr. Ghorbani asked what activities are planned for the option periods. Mr. Solomon noted that there would be overlap of activity from period to period, e.g., the 18-month period for the installation standard overlaps two periods. He envisioned that changes to 3280 and 3282 and enforcement issues would most likely be addressed in future option periods. Mr. Zieman expressed a concern that the focus on an installation standard not preclude other issues being considered in parallel. Mr. Matchneer indicated that other issues could be considered at the same time.

Mr. Solomon noted that the AO submits the recommendations of the MHCC to HUD. It is important that any requirements or changes have significant supporting rationale. The AO also submits monthly activity reports to HUD. Sixty days prior to the end of an option period, the AO is to submit to HUD a work plan for the next period.

Mr. Solomon reviewed the NFPA staff available to work on the project. He indicated that a website has been created for the project on which agendas, minutes, rosters, proposed changes and other communications will be posted. He will send each member the URL after this meeting. He also will distribute an electronic copy of the NFPA travel expense form for members' use although he indicated a corporate expense form would be acceptable. Original receipts are required. Reimbursement will probably take a little longer for the first time but subsequently should take 2-3 weeks.

7. Mr. Matchneer distributed copies of the MHCC charter. Mr. Youse questioned the role of the MHCC in developing the charter. Mr. Matchneer noted that FACA assigns the responsibility to the agency to develop the charter. He noted that the charter had to be filed by HUD with the FACA Management Secretariat before the MHCC could meet. He noted that this was one of the differences between the FACA management rules and the ANSI consensus procedures. Mr. Portz requested that the differences between the FACA rules and the ANSI procedures be clarified for the MHCC. Mr. Ghorbani asked about the appointment/election of committee officers. Mr. Matchneer indicated that the HUD Secretary may select the chairman. Mr. Ghorbani asked whether the MHCC could propose interpretations of the standards. Mr. Matchneer indicated that the MHIA 2000 did not preclude such.
8. Mr. Solomon noted that he and Mr. Matchneer had met with ANSI standards staff and counsel to discuss the possibility of the MHCC being accredited by

ANSI. The MHIA 2000 requires the AO and the MHCC to apply to ANSI for accreditation. ANSI indicated that it was unlikely that the MHCC would be accredited because the MHIA 2000 does not provide for an appeal procedure. In addition, HUD likely would not be amenable to a process audit by ANSI as required of ANSI accredited standards developers. Nevertheless, he will submit a request for accreditation to ANSI as required by the MHIA 2000.

Mr. Solomon distributed draft procedures for the MHCC. He noted that the draft was drawn from the ANSI model procedures for an accredited standards committee. Mr. Leven asked how votes on the procedures were to be taken. Mr. Solomon indicated a voice vote would be taken. Mr. Farish recommended that a 2/3 majority be required and the recommendation was accepted unanimously. Mr. Berger recommended that the procedures be voted on Wednesday afternoon so that actions could be taken Thursday morning. Mr. Roberts recommended that members review the procedures along with section 604 of the MHIA 2000. Messrs. Berger and Walter recommended Section 605 also be reviewed. Mr. Gorman noted that FACA should not overrule the MHIA 2000. Mr. Matchneer noted that the MHCC procedures cannot limit the obligations of the MHCC under the MHIA 2000. Mr. Ghorbani distributed background correspondence (November 27, 1987) on a problem with a previous Manufactured Home Advisory Council.

Mr. Matchneer asked Mr. Solomon to walk through the draft so that a more complete review could be held Wednesday morning. The draft procedures were reviewed paragraph by paragraph. The following points were raised:

A.3.1 The responsibilities of the MHCC should reflect the language of the MHIA 2000;

A.4 Should be clarified to reflect the HUD Secretary's prerogative;

A.5 Should be clarified to indicate that individuals are members; there are no designated organizational seats;

A.6 Mr. Walter recommended that the paragraph establish subcommittees for standards, installation and enforcement.

Mr. Weinert asked whether a subcommittee could recommend HUD adopt the latest edition of NFPA 501. Mr. Matchneer indicated that it could.

A.7.2 Quorum should be a majority of the voting members of the MHCC.

A.8.1.2 Delete "Generally"

A.8.1.3 Mr. Youse recommended that individual votes at meetings be recorded

A.8.2 Re-letter; note that subcommittees are subject to the approval of the HUD Secretary;

A.8.2 e) should be moved to A.8.3;

A.8.3 Enforcement regulations, installation standards and interpretative bulletins should be added to c);

Mr. Walter recommended that a 2/3 majority be required for voice votes at meetings;

A.8.5 Enforcement regulations, installation standards and interpretative bulletins should be added to the first sentence;

A.11.2 Should be clarified to indicate that it applies to requests that the MHCC take an action;

Mr. Roberts noted that the procedures do not include a process for receiving proposed changes. Mr. Matchneer noted that the MHCC could receive proposals from any source.

Mr. Weinert asked if there would be a process similar to the NFPA TIA. Mr. Solomon indicated that there could be.

9. Mr. Matchneer welcomed Mr. John Ingargiola, FEMA, who had requested an opportunity to present some issues FEMA had regarding manufactured housing. Mr. Ingargiola noted that FEMA is not a regulatory agency. It does administer the National Flood Insurance Program (NFIP) and publishes FEMA Bulletin 85, *Manufactured Home Installation in Flood Hazard Areas*. The NFIP applies to about 20,000 communities in specific flood hazard areas.

He noted that the probability of a structure receiving flood damage during the life of a 30-year mortgage is about 26%, whereas the probability of a structure having fire damage during that period is only 4%. He noted that structures that meet the NFIP criteria have 75% less damage than those that do not. He noted that in 2001 the disaster assistance program paid \$62 million for damages to manufactured housing. Mr. Ghorbani asked how much was paid out for conventional construction. Mr. Ingargiola indicated that he did not know. He could ask to have the data generated if it was important.

Mr. Ingargiola reported that FEMA 85 is being updated. He indicated that FEMA had submitted proposals for NFPA 225 but they were not accepted by the Technical Correlating Committee for inclusion in the final draft. He indicated that proposed new windload tables indicated wind loads 95% less than those calculated by ASCE 7- 88. He can provide the analysis that supports that conclusion.

Mr. Walter indicated that the FEMA proposals were not included in NFPA 225 because different technical committees treated the proposals differently. They will be reconsidered in the next cycle. He suggested that Mr. Ingargiola submit proposals for a model installation standard for flood hazard areas to the MHCC.

Mr. Ingargiola thanked the MHCC for the opportunity to present FEMA's issues. Mr. Matchneer thanked Mr. Ingargiola for his presentation.

The committee adjourned for the day at 5:00 p.m.

Wednesday, 8/14

10. The meeting resumed at 9:00 am.

11. Copies of MHIA 2000, Parts 3280 and 3282 were distributed.

12. A revised draft of the procedures for the MHCC, prepared overnight by Ms. Brenton, and Messrs. Gorman, McHale, Roberts and Walter, based on the previous day's discussion, were distributed.

Mr. Matchneer noted that this was an example of the FACA requirement that subcommittees or task groups bring all recommendations to the MHCC for discussion and decision. Mr. Ghorbani requested that any opinion or guidance, written, email or verbal, from GSA or HUD counsel on complying with FACA be forwarded to the MHCC. Mr. Roberts suggested that the MHCC be given guidelines on conduct.

Mr. Solomon led a paragraph-by-paragraph review of the revised draft. Mr. Leven expressed a concern that the review process would become bogged down. Mr. Ghorbani noted that it is important to have good procedures to avoid some of the problems with the previous advisory council. Mr. Zieman recommended that there be a standing motion to accept each paragraph and changes be made by motions to amend a paragraph. The recommendation was accepted unanimously.

A.1. It was moved, seconded and passed 19-1, Mr. Berger voting against, that the paragraph be revised to indicate that in case of a conflict between the ANSI procedures and the MHIA 2000 or FACA, that the acts prevail. In case of a conflict between MHIA 2000 and FACA, that MHIA 2000 prevail as it is the more recent statute.

A.3.1 Strike "in section 604 and 605 of" - unanimous; in g) Change "requiring" to "authorized for". The motion passed 19-1, Mr. Farish voting against;

A.5.1 Change "consensus body" to "Secretary of HUD" – unanimous;

A.5.3 Insert "of travel expenses" after "financial reimbursement". The motion passed 16-0-4 abstentions.

Mr. Portz noted there is confusion between the terms "MHCC" and "consensus body". It was moved seconded and passed unanimously that "MHCC" be used throughout.

A.6.1 Strike "who is" – unanimous;

A.7 Insert first sentence of Section IX of the Charter as first sentence; delete "Consensus body and" and "the consensus body" from next sentence – unanimous;

A.7.1 Change "four weeks" to "15 calendar days" to conform to FACA – unanimous;

Mr. Portz requested that background materials for meetings be distributed in advance of the meeting. Mr. Solomon indicated that meeting materials would be posted on the website and members would be notified of the posting.

A.7.2 Change "registered" to "recorded" – unanimous;

A.8.1 Insert "For letter ballots," at the beginning of the section – unanimous;

A.8.1.1 Delete – editorial

A.8.3 a) Change "procedures" to "By-laws" – unanimous;

A.8.3 Add sentence so that approval of the actions listed also require a 2/3 majority on votes taken at a meeting – unanimous.

13. Mr. Walter asked how the MHCC would receive proposals and comments on its activities. Mr. Tomasbi recommended that the MHCC develop procedures for prioritizing issues that come before the MHCC. Mr. Solomon noted that the MHCC has an obligation to address all proposals. Mr. Ghorbani expressed a concern that all three parts, standards, installation and enforcement receive equal attention. Mr. Berger suggested that the MHCC should have the right to not address an issue. Mr. Weinert indicated that the MHCC should not be judging which proposals are more important. Mr. Walter recommended that there should be three subcommittees – Standards, Enforcement, and Installation, which would work on issues between MHCC meetings.

Ms. Brenton moved, Mr. McHale seconded, that a Planning and Prioritization Subcommittee, comprised of one member per interest group, be formed to

screen and prioritize proposals. Mr. Weinert noted that placing such a responsibility on only three members is a concern. Mr. Zieman suggested that the DFO and AO could make a first pass at prioritizing. The motion was passed 17-3.

14. Mr. Solomon distributed a copy of the draft NFPA 225 as background for the MHCC. He noted that it did not contain the changes made by the Technical Correlating Committee (TCC) at its July meeting. The draft, which contains the TCC changes, will be published in the Report of the Committee (ROC) for vote at the NFPA Fall meeting. Mr. Solomon will distribute the final proposed standard as soon as the draft is in its final form. It is expected that the final standard will be published in January 2003.

Mr. Walter expressed his concern about distributing a draft that does not contain the TCC changes. Mr. Matchneer noted that the draft was distributed to the MHCC as illustrative of the types of issues to be considered by the MHCC. He noted that the draft is a work in progress. He noted that most members of the MHCC have not been involved in the NFPA activity and the draft will help. Mr. McHale concurred. Mr. Walter noted that FEMA 85 would be also available in several months.

Mr. Farish noted that having the standard is only half the issue. Setting up installation programs is the other half. Mr. Matchneer noted that some states have installation programs and the federal program would cover the rest after 2005. Mr. Vogt noted that states have individual programs to address climatic and seismic conditions. He noted that several years ago COSAA published a compendium of state programs organized by subject matter. He also noted that COSAA has attempted to develop a voluntary national installation standard for installers. Mr. Ghorbani noted that HUD should encourage states to start preparing, as programs have to be in place by December 27, 2005.

Mr. Roberts noted that the Oregon program addresses the manufacturer, dealer, installer and homeowner. The program has a dispute resolution component as well as installer licensing. Mr. Vogt noted that Minnesota has a legislated program that follows 3282 (g). Mr. Weinert indicated that the California program was similar to the Oregon program. Mr. Walter recommended that an installation subcommittee have two task groups, one on installation standards, one on a model installation program. Mr. Roberts suggested a third task group on dispute resolution.

15. Messrs. Lagano and Youse indicated that they and others not as familiar with the industry could benefit from some background education. Mr. Gorman suggested Mr. George Porter would be a good person to provide such. It was suggested that Mr. Zieman could provide background on the roles of a DAPIA and an IPIA.

Mr. Zieman noted that a DAPIA is a design approval primary inspection agency and an IPIA is a production inspection primary inspection agency. A DAPIA reviews the design of the manufactured home; an IPIA inspects the home to ensure it conforms to the design. DAPIAs and IPIAs are recognized by HUD.

Ms. Cocke invited any member who wishes to do so to stay a few minutes after the meeting to develop a list of background information that would be helpful.

Mr. Youse suggested a list of acronyms would be helpful.

16. Mr. Solomon led a facilitated discussion of issues that needed to be addressed by the MHCC. He noted that there was agreement that an installation standard is a priority. Mr. Ghorbani noted that there are some pressing issues in 3280 and 3282 that should be addressed in a timely manner. He distributed copies of proposed amendments to 3282.400-416 on handling of consumer complaints.

Other issues to be addressed were:

- The 150 changes to the "HUD code" in the latest edition of NFPA 501;
- Use of products beyond their listed use;
- Updating the references in 3280;
- Recognition of design loads;
- The requirements for manufacturers' quality control procedures;
- "Duplex" homes;
- Clarification of the requirement for manufacturer to provide installation instructions for "each" manufactured home;
- Site preparation;
- Anchoring for wind, seismic, soil and flood;
- Mold;
- Perimeter blocking;
- Crawl space ventilation;
- Crossovers;
- On-site connections;
- Transit damage;
- Frequency of inspections;
- Training and licensing of installers;
- Evaluation of existing state programs;
- Preemption;
- Dispute resolution;
- Mating of sections;
- "Shipped loose" materials;
- Permanent foundations.

The meeting adjourned for the day at 5:00 p.m.

Thursday, 8/15

17. Chairman Matchneer opened the meeting by inviting comments from non-members. Mr. Jake Pauls, American Public Health Association, addressed the Committee. He noted that the MHCC should not only be concerned about accessibility but also usability. He noted that AARP has a very informative paper on usability on its website. His opinion is that 501 is weak on usability. He also recommended that at a future meeting a representative from the Eastern Paralyzed Veterans Association be invited to address the MHCC. Mr. Pauls thanked the chairman for the opportunity to provide these comments.
18. Mr. Matchneer noted that he would like to have recommendations for members of the Planning and Prioritization Subcommittee to accompany the submission of the recommendation to Commissioner Weicher to establish the subcommittee. Ms. Brenton and Messrs. Gorman and Roberts were nominated as members with Ms. Brenton being recommended to chair the subcommittee.

Mr. Matchneer indicated that he would like to have a Subcommittee to help HUD develop an internal process to handle the proposals from the MHCC in compliance within the time limits in the MHIA 2000. Mr. Walter suggested that an Executive committee comprised of the MHCC Chair, Vice Chair and Subcommittee Chairs could perform such a function. Mr. Zieman suggested that the AO could perform such a function. Mr. Matchneer indicated that the subcommittee would be an "advisor" to HUD on "re-engineering" its processes for handling recommendations from the MHCC.

It was moved and seconded that a Standards and Regulatory Process Subcommittee be established with two members from each interest group and two HUD staff. The motion was passed unanimously. Messrs. Weinert, Vogt, Ghorbani, Bryant, McHale and Leven were recommended to be on the Subcommittee. Mr. McHale was recommended to chair the subcommittee. Mr. Matchneer and HUD counsel would be the HUD representatives. Mr. Matchneer will take this recommendation to Commissioner Weicher.

It was moved and seconded that there be three subcommittees - Standards, Enforcement, and Installation. Dispute resolution would be addressed by the Installation Subcommittee. The motion was passed 19-1, Mr. Weinert voting against. Mr. Zieman was recommended to chair the Standards Subcommittee, Mr. Roberts to chair the Enforcement Subcommittee and Mr. Portz to chair the Installation Subcommittee. Mr. Matchneer asked members to "self-select" which subcommittee to serve on. Mr. Matchneer noted that non-MHCC members could apply to serve on the subcommittees.

It was moved and seconded that a non-binding resolution be submitted to Commissioner Weicher that the Chair and Vice Chair of the MHCC be selected from among the members of the MHCC. The motion passed 17-0-3. Recommendations for Chair and Vice Chair were Messrs. Portz, Zieman, and Roberts from the general interest group and Messrs. Youse, McHale and Ms. Brenton from the users group.

19. Mr. Matchneer indicated that the next meeting would be in Washington on December 4 and 5 so that Commissioner Weicher could attend. Mr. Weinert expressed a concern that too much time would elapse if the MHCC did not meet sooner. He also expressed an interest in meeting in a more central location. Mr. Youse shared Mr. Weinert's concern. Mr. Matchneer indicated that a more central location could be considered for the meeting after next. Mr. Solomon indicated that meeting in October or November was too ambitious to have items ready to be considered by the MHCC. He indicated that subcommittees could meet by conference calls, web exchange, chat rooms, etc. Mr. Matchneer noted that the subcommittees need to meet as often as possible to progress the work.

Mr. Solomon indicated that a manufactured housing primer would be scheduled for the afternoon prior to the MHCC meeting.

Mr. Roberts moved that targets be set for the Subcommittees to bring to the next MHCC meeting. For example, the Enforcement Subcommittee should bring recommendations on the top 2 enforcement priorities; Standards should bring at least the top 2 changes to 3280 from among the 150 in NFPA 501; Installation should bring recommendations for the minimum requirements for a state installation program; the Standards and Regulatory Process Subcommittee should bring one process recommendation. The motion was seconded. Mr. Portz noted that the subcommittees should work with the Planning and Prioritization Subcommittee in setting agendas. It was noted that Subcommittees could bring forward more items than these for consideration. The motion was passed unanimously.

20. Mr. Zieman asked whether there should be size limits on the subcommittees, limits on non-member participation, and whether balance needed to be achieved. Mr. Solomon noted that votes or recommendations by subcommittees are non-binding so there can be flexibility. Mr. Matchneer indicated that the balance should be watched.

Mr. Solomon noted that scheduling of subcommittee meetings or conference calls must be arranged through the AO (NFPA).

Mr. Matchneer suggested that when the MHCC begins drafting recommendations to submit to HUD that a stenographer might be considered.

A motion to have a stenographer at meetings was defeated. A motion to tape record meetings for reference in drafting minutes and then destroying the tape was also defeated.

Mr. Walter asked what thought has been given to addressing an economic analysis of MHCC recommendations. Mr. Calabria indicated that because HUD will have to address that issue for OMB, the MHCC should not concern itself with the problem.

Mr. Ghorbani complimented HUD staff and NFPA for the most professional organization of the meeting.

The meeting adjourned at 11:45 a.m.

ATTACHMENT I

HUD MANUFACTURED HOUSING CONSENSUS COMMITTEE
ATTENDANCE SHEET
August 13-15, 2002
Washington, DC

STATUS: P=PRINCIPAL; A=ALTERNATE; S=STAFF

NAME	STATUS	ORGANIZATION	TUESDAY 8/13/02	WEDNESDAY 8/14/02	THURSDAY 8/15/02
Bryan R. Portz	P	Chase Manhattan Mortgage Corp.	X	X	X
Susan Brenton	P	AZ Association of Manufactured Home Owners	X	X	X
Jerome L. McHale	P	Federation of Manufactured Home Owners of Florida	X	X	X
Richard Weinhert	P	CA Dept. of Housing	X	X	X
Ed Bryant	P	Champion Enterprises	X	X	X
Chuck Leven	P	AARP	X	X	X
Alan J. Youse	P	AARP	X	X	X
Randy E. Vogt	P	State of MN – Dept. of Administration	X	X	X
Ronald V. LaMont	P	Alpine Engineering Products	X	X	X
Jack Berger	P	Tri County HDC, LTD.	X	X	X
William Matchneer	P	HUD	X	X	X
Pat Toner	S	NFPA	X	X	X
Bill Lagano	P	American Modern Insurance Group	X	X	X
Mike Zieman	P	RADCO	X	X	X
Frank Walter	P	MHI	X	X	X
Earl Gilson	P	Olympic Agency on Aging	X	X	X
Karl Braun	P	NAMH – MHOAA	X	X	X
Dana Roberts	P	Oregon Bldg. Codes	X	X	X
Doug Gorman	P	Home – Mart, Inc.	X	X	X
Nader Tomasbi	P	Liberty Homes, Inc.	X	X	X
Danny Ghorbani	P	MHARR	X	X	X
Bill Farish	P	Fleetwood Homes	X	X	X
Robert Solomon	S	NFPA	X	X	X
Mark Calabria	P	HUD	X	X	X

HUD MANUFACTURED HOUSING CONSENSUS COMMITTEE

GUEST LIST

August 13-15, 2002

Washington, DC

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