
**STATE BOARD OF HEATING, VENTILATION, AIR-CONDITIONING, AND
REFRIGERATION CONTRACTORS
BUSINESS MEETING MINUTES**

Date: March 13, 2024

Time: 10:30 a.m.

Place: The Board of HVACR Contractors meeting was held via teleconference (US +1 208-907-5480 PIN: 871 402 772#).

Members Present: **Michael Giangrandi, Chairman**, Master HVACR Contractor
Lawrence Kitching, Vice Chair, Master HVACR Contractor
Dwight Needham, Master HVACR Contractor
David Politzer, Consumer Member
Michael Weglarz, Master Electrician

Members Absent: **Amadou Magazi**, Master HVACR Contractor

Staff Present: **Lakisha Thornton**, Administrative Officer
Sloane Fried Kinstler, Assistant Attorney General
Sean Heeter, Administrative Officer
Matthew McKinney, Director of Strategic Initiatives

Staff Absent: **John Bull**, Executive Director, Mechanical Licensing Boards

Guests Present: **Greg Davis**, Local 602

Call to Order

Chairman Giangrandi called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:32 a.m.

Approval of Minutes

Members of the Board reviewed the minutes of the Business Meeting held on February 14, 2024. Counsel corrected a reference from 2018 to 2016.

Upon Mr. Weglarz’s Motion and Mr. Kitching’s second, the Board voted unanimously to approve the February 14, 2024, meeting minutes with the correction.

Complaint Committee Report

There was no Complaint Committee report Mr. Heeter explained that, while there was no committee meeting, he wished to thank Sharon Harris-Friend, Complaint Specialist, and Charles Corbin, Interim Investigator, and recognize their efforts on behalf of the Board.

Application Review Committee

No applications to be reviewed and no report offered.

Review of Examination Statistics and License Totals

Ms. Thornton reported the following PSI exam statistical summaries for the month February, 2024:

	Candidates Tested	Passed	Failed	Pass %
Total	63	25	38	40%

Cumulative

Total	591	238	353	40%
--------------	-----	-----	-----	-----

Testing to date

Total	12,312	5,347	6,965	43%

There are currently 21,066 active licensees.

Correspondence

Mr. Giangradi recognized the member of the public, Greg Davis, and asked if he wished to bring anything before the Board. Mr. Davis thanked the Board for allowing him to speak and questioned the status of a pending application. Mr. Heeter addressed the application and stated that, due to staffing shortages and administrative issues, there may be processing delays and asserted that the application would be addressed as soon as possible. Counsel suggested that Mr. Davis reach out to Executive Director Bull to address his concern and, if no resolution is reached, he might also contact the Commissioner’s Office to voice his concerns.

Old Business

There was no old business to discuss.

New Business

Pursuant to Director Bull’s instruction, Ms. Thornton stated to the Board that the Complaint Committee should be reestablished as only one industry member is currently active on the Committee. Director Bull requested that the Board to vote on Complaint Committee appointments to establish at least one industry member on the Complaint Committee. Counsel Kinstler suggested that at least two (2) two industry members be appointed to the Committee, in case of absence or

emergency, and that an additional consumer or related trade member could also be included. Mr. Kitching and Mr. Giangrandi volunteered to serve on the Committee.

A motion was made to appoint Mr. Kitching, Mr. Politzer, and Mr. Giangrandi to the Complaint Committee. Upon Mr. Weglarz Motion, and Mr. Needham's second, the Motion was unanimously carried to approve the establishment of the Complaint Committee to include Mr. Needham, Mr. Giangrandi, and Mr. Politzer on the Complaint Committee.

The Board discussed potential legislation to require an applicant to disclose a criminal conviction within a certain period, similar to the requirement in Virginia. Counsel advised that some occupational and professional licensing boards have such a provision and that this could be proposed for the 2025 legislative session and that the Board should discuss the matter with Director Bull.

Executive Director's Report

Ms. Thornton reported on behalf of Director Bull that the Investigator positions for the Mechanical Licensing Board were reposted, that one (1) application was received, that application did not meet the position qualifications. She continued that the positions will be reposted. Ms. Thornton also reported that interviews for the records manager position had been conducted. Lastly, she reported the vacant Board positions, including the identification of a prospective member, a licensed plumber member and an industry member from Western Maryland. She stated that Mr. Bull will notify the Board when he receives additional information from the Governor's appointment office.

Counsel's Report

Counsel did not offer a report.

Chairman's Report

There was no report offered by the Chairman.

Closed Session

Upon Mr. Weglarz's Motion, and Mr. Weglarz's second, the Board unanimously voted to convene in a closed session, remotely, at 10:50 a.m., pursuant to General Provisions Article, to § 3-305(b)(2), (7), and (8), Annotated Code of Maryland, to discuss a pending license applications for applicants who have reported a criminal history and to seek the advice of Counsel.

Application 01.

Counsel presented an original license application that the Board had considered in February 2024 and requested additional information from the applicant. Counsel reminded the Board that that applicant disclosed a prior criminal history. Counsel presented the supplemental documentation the Board requested.

After a discussion about the applicant's accomplishments, particularly since release from incarceration, Mr. Kitching moved to approve the original apprentice license application. Mr. Weglarz seconded the motion and the Board unanimously voted in favor.

Application .02

Counsel presented an original apprentice license application in which the applicant disclosed a prior conviction in 2018 for armed robbery and attempted armed robbery. The applicant was sentenced to incarceration for 20 years with all time suspended except 10 years, followed by probation for five (5) years on the first count and, on the second count, to incarceration for 10 years consecutive, suspended. Counsel shared the applicant’s letter detailing employment history with the same employer for two (2).

After a discussion of the applicant’s accomplishments, particularly since release from incarceration, Mr. Politzer made a motion, and Mr. Weglarz seconded, that the Board approve the apprentice license application. The motion passed by a majority vote, with all voting in favor, except Mr. Politzer, who voted against.

Application .03

Counsel presented an original license application in which the applicant disclosed that, in 2016, the applicant was convicted of armed robbery and use of a handgun in a crime of violence, for which they were sentenced to incarceration for five (5) years, consecutive, for each count. The applicant did not provide a letter of explanation or verification of employment. The Board discussed obtaining additional information from the application before making a determination on the application.

Upon Mr. Needham’s Motion and Mr. Politzer’s second, the Board unanimously voted to direct Board staff to request that the applicant provide supplemental information and documentation to allow the Board to fully evaluate the application. The motion passed unanimously.

Approval of Findings of Closed Session

The members reviewed the findings of the Closed Session held on March 13, 2024.

Upon Mr. Weglarz’s Motion and Mr. Needham’s second, the Board voted unanimously to approve the findings of the March 13, 2024 closed session.

Adjournment

With no further business, upon Mr. Weglarz’s Motion and Mr. Kitching’s second, the Board voted to adjourn the March 13, 2024, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:35 a.m.

Signature on File

April 10, 2024

John Bull
Executive Director

Date

Signed on behalf of the Board as voted on and approved: April 10, 2024