



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

Date: October 11, 2023

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: **Brian Hamilton, Chair**, Master HVACR Contractor
Michael Giangrandi, Master HVACR Contractor
David Politzer, Consumer Member
Michael Weglarz, Master Electrician
Lawrence Kitching, Master HVACR Contractor
Amadou Magazi, Master HVACR Contractor

Members Absent: None

Staff Present: **John Bull**, Executive Director, Mechanical Licensing Boards
Sloane Fried Kinstler, Assistant Attorney General
Sean Heeter, Administrative Officer
Matthew McKinney, Director of Strategic Initiatives

Staff Absent: None

Guests Present: None

Call to Order

Chairman Hamilton 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 September 13, 2023. Upon Mr. Weglarz’s motion and Mr. Magazi’s second, the motion was unanimously carried to approve the September 13, 2023, meeting minutes without amendment or correction.

Complaint Committee Report

Mr. Heeter reported that the scheduled Complaint Committee meeting had been cancelled. There was no report at this time.

Mr. Bull stated he had conducted interviews for the open investigator position and has selected an individual who is now going through the hiring process with HR.

Application Review Committee

Mr. Magazi reported that there had been no applications to be reviewed.

Review of Examination Statistics and License Totals

Mr. Bull reported the following PSI exam statistical summaries for the month of September 2023:

	Candidates Tested	Passed	Failed	Pass %
Total	35	17	18	49%

Cumulative

Total	483	198	285	41%
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Testing to date

Total	12,206	5,308	6,898	43%

There are currently 20,657 active licensees.

Correspondence

There was no correspondence to discuss at this time.

Executive Director’s Report

Mr. Bull stated the fee schedule update has been sent to the Secretary for review. Once approved, it can be submitted for proposed action, published in the Maryland Register, beginning a 30-day comment period, after which time the Board can consider any comments submitted and consider amendment or final action.

Mr. Bull stated he is working on the 2024 Board meeting schedule. He reminded the Board that, at the beginning of 2023, the Board met in person. He asked if the members would like to meet in person in January or February, 2024. Mr. Weglarz stated he doesn’t mind the concept of meeting in-person but is unsure of the parking and logistics that would come with an in-person meeting. Mr. Bull assured the members that he will arrange onsite parking for all Board members, which is a secure lot and is free of charge. Chairman Hamilton asked if the new Commissioner still requests two in-person meetings a year. Mr. Bull stated they have requested at least one in-person meeting per year but would like two in-person meetings annually. He explained that there are a few new Board members and it is expected that there may be additional new members appointed in 2024, so it could be helpful to have at least one

in-person meeting a year. Mr. Politzer stated there could be inclement weather during January and February. He suggested that an in-person meeting be held in March. Mr. Bull asked if there were any objections to having an in-person meeting in March 2024. Mr. Magazi stated he has no objection. Mr. Bull stated he will schedule the March 13, 2024 meeting for in-person and will send the details with the 2024 meeting schedule. If necessary, members can attend remotely, but all are encouraged to attend in person.

Mr. Bull updated the Board regarding the proposed regulation for apprentice work experience hours for journeyman exam eligibility to comply with the 2022 legislative change. Ms. Kinstler will address the matter in more detail in her report.

Mr. Bull discussed Board appointments for 2024. Mr. Giangrandi and Mr. Magazi are at the end of their second term but will remain on the Board until new appointments are made. Mr. Kitching and Mr. Weglarz are expected to be appointed to a second term, and Mr. Needham will be joining the Board in January 2024. He will fill Chairman Hamilton's seat. Mr. Kitching will remain as the vice chair. He is expected to preside over chair the January 2024 meeting and will continue to preside over meetings until the Governor appoints a new Chairman of the Board. Mr. McKinney confirmed.

Counsel's Report

Ms. Kinstler addressed stated she checked the status of the Board's proposed action to amend COMAR 09.15.02.07 and the Maryland Register closing date for submissions of proposed action. The closing date for publication in the November 3, 2023 issue is October 16, which means it must clear the AELR review before that time. Counsel further advised that the proposed action had been submitted into the ELF system on or about September 19, 2023. She further explained that if the proposed action does not make the October 16 closing date, the next closing date is submission by October 30, 2023 for the November 17, 2023 issue of the Maryland Register. She further stated that if the publication date is pushed, the public comment period will not end before the December 13, 2023 Board meeting. If that is the case, the Board could consider final action during the January 10, 2024 meeting, pending approval by the Office of the Secretary.

Counsel Kinstler stated that she will keep Mr. Bull and the Board updated on the status.

Chairman's Report

There was no Chairman report at this time. However, Mr. Hamilton thanked Board members and staff for their attendance.

Old Business

There was no old business at this time.

New Business

Mr. Bull stated he was contacted by the District of Columbia Board of Industrial Trades (D.C.), which is interested in establishing a reciprocal license agreement across the trades, to include HVACR, plumbing, and electrical. He stated he may need to contact Board members to discuss industry knowledge relating to reciprocity. If needed, he will ask that a committee will be established to

research and report on a reciprocal license agreement with D.C. Chairman Hamilton stated that he and former Board Executive Director, Robin Bailey, worked on a reciprocal license agreement with D.C., which he recalled had been close to becoming finalized before she resigned. He also stated that Mr. Bull discussed starting the process with D.C. in a 2022 Board meeting, so some of the legwork may already be done. Chairman Hamilton stated he recalled that D.C. had some differing license classifications, one being a limited license. Mr. Heeter stated the Maryland Board of HVACR Contractors has a limited license, which is a master level license but is only authorizes the holder to provide maintenance and repair services of HVACR equipment; it does not authorize the installation of equipment. Ms. Kinstler suggested that the committee members or Counsel could determine the requirements of the D.C. license classifications and which licenses, if any, are substantially equivalent and subject to reciprocity, if a draft document prepared by Ms. Bailey is not available.

Mr. Bull stated that President Biden signed a new federal order for military license holders and spouses who hold an occupational license. An active military member or their spouse who holds an occupational license, such as an HVACR license, in one state it is valid in any other state where they are stationed and that State issues a compatible license. While federal regulations recognize out-of-state licenses for active military members and their spouses, they are not reciprocal licenses. Maryland would not issue a reciprocal license, rather it would recognize the out-of-state license for military members and their spouses to lawfully perform work in Maryland, while stationed here. Mr. Bull stated that the Board is mandated to meet the federal regulations, so all state certificates and requirements must be adhered to, and the federal regulations must be followed at the state level.

Closed Session

The Board did not convene in closed session.

Adjournment

With no further business, upon Mr. Weglarz’s Motion and Mr. Magazi’s second, the Board voted to adjourn the October 11, 2023, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:02 a.m.

Signature on File

11/08/2023

John Bull
Executive Director

Date

Signed on behalf of the Board as voted and approved on 11/08/2023.