



---

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

**Date:** July 10, 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  
**Michael Weglarz**, Master Electrician  
**Winfield “Rocky” Jones**, Master Plumber Member  
**David Politzer**, Consumer Member

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

**Staff Present:** **John Bull**, Executive Director, Mechanical Licensing Unit  
**Sloane Fried Kinstler**, Assistant Attorney General  
**LaKissha Thornton**, Administrative Officer, Mechanical Licensing Unit

**Guests Present:** None

**Call to Order**

Vice-Chairman Kitching called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:35 a.m. Chairman Giangrandi joined the meeting at 10:47 a.m.

**Approval of Minutes**

A motion was made by Mr. Jones to approve the business meeting minutes of the June 12, 2024, HVACR Board meeting without amendment or correction, seconded by Mr. Weglarz. The minutes of the June 12, 2024 meeting were unanimously approved by members of the Board.

**Complaint Committee Report**

Ms. Thornton reported the findings of the Complaint Committee as follows:

<u>Closed Complaint</u>	<u>Under Investigation</u>	<u>Sent for A.G. Pre-Charge</u>	<u>Criminally Charged</u>
24-0015	23-0057		
24-0035	24-0034		
24-0046	24-0044		
	24-0049		
	24-0052		

Upon a motion by Mr. Weglarz, and a second by Mr. Jones, the Board voted unanimously, by a roll call vote, to approve the Complaint Committee’s report.

**Application Review Committee**

There was no Application Review Committee report.

**Review of Examination Statistics and License Totals**

Director Bull reported the following PSI exam statistical summaries for the month April 2024:

	<b>Candidates Tested</b>	<b>Passed</b>	<b>Failed</b>	<b>Pass Rate %</b>
June 2024				
<b>Total</b>	48	18	30	38%

Cumulative- YTD

<b>Total</b>	322	128	194	40%
--------------	-----	-----	-----	-----

Testing to date

<b>Total</b>	12,685	5489	7196	43%
--------------	--------	------	------	-----

There are currently 21,370 active licensees. Director Bull also reported that the Board received notice from PSI that the exam would begin being administered in Spanish.

**Correspondence**

There was no correspondence submitted.

**Old Business**

There was no Old Business to be discussed.

**New Business**

There was no New Business to be discussed.

## **Executive Director's Report**

Director Bull reiterated to the Board that PSI would begin administering a Spanish language version of the HVACR exam and that he hoped that would begin within the next 90 days.

## **Counsel's Report**

Counsel did not offer a report, but she did remind the Board that there would be two (2) hearings to be held later in the afternoon at 1:00 and 2:00 p.m. Counsel informed the Board that the hearings were both due to a licensee's failure to respond to the Board regarding a complaint.

Mr. Giangrandi informed the Board that he would not be available for the hearings and advised that Vice Chairman Kitching should preside in his absence.

## **Chairman's Report**

The Chairman did not offer a report, however, he did request that Director Bull send him any information received regarding previously discussed questions on inspector training.

## **Closed Session**

Upon Mr. Weglarz's Motion, and Mr. Jones' second, the Board unanimously voted to convene in a closed session, remotely, at 10:59 a.m., pursuant to General Provisions Article, to § 3-305(b)(2), (7), and (8), Annotated Code of Maryland, to license applications for applicants who are disclosing a criminal conviction and to seek the advice of Counsel.

## **Application .01**

Counsel presented an original apprentice license application for which the applicant did not provide specific information identifying the crime of which he was convicted of but had submitted a statement explaining the incident. Counsel read the statement for the Board and expressed that, in her opinion, the applicant may have been convicted of theft or assault. The applicant indicated in the letter that the incident took place in 2022. The applicant also stated that they have since completed a HVACR training program and wished to advance in the trade.

Mr. Jones questioned what information was required to be reported to the Board by an applicant. Director Bull explained that the Board requests true test copies of court records, a personal statement from the applicant, and documentation of parole or probation status, if applicable. Director Bull stated that, on May 3, 2024, he mailed a request for this applicant to supply the requested information and that no additional information had been received.

A motion to send a final request for the additional required information was made by Mr. Weglarz, seconded by Mr. Kitching, and unanimously approved by the Board before making a determination on the original apprentice license application.

## **Application .02**

Counsel presented an application for an original apprentice HVACR license submitted by an applicant reporting a criminal history. The applicant was convicted in 1998 of 1<sup>st</sup> degree murder, a felony, and the use of a handgun in the commission of a felony, a misdemeanor. The applicant was sentenced to

incarceration for life for the murder conviction and incarceration for five (5) years, to run concurrently on the handgun conviction. The applicant also provided a personal statement to the Board, a letter of recommendation from their employer's maintenance supervisor, at a refrigeration company, and a letter from their probation officer verifying that the applicant is compliant with the terms and conditions of court-ordered supervision, which were read by Counsel.

A motion to approve the original apprentice application was made by Mr. Jones, seconded by Mr. Weglarz and unanimously approved by the Board.

### **Application .03**

Counsel presented an application for an original apprentice HVACR license submitted by an applicant who was convicted of simple assault and destruction of property, both misdemeanors, in 2012 and was sentenced to 180 days' incarceration, concurrent. The applicant was also convicted of robbery, a felony, and use of a handgun, a misdemeanor, in 2012. The applicant submitted a personal statement regarding the convictions, which was read by Counsel. Counsel stated that the offences occurred more than seven (7) years ago. Mr. Weglarz stated that he would like the applicant to submit a letter from a probation officer and/or employer if possible. Director Bull reminded Mr. Weglarz that the applicant would no longer be on probation based upon how long ago the conviction occurred.

After a discussion by the Board a motion to approve the original apprentice license application was made by Mr. Weglarz, seconded by Mr. Jones, and unanimously approved by the Board.

### **Application .04**

Counsel stated that the Board had considered this master renewal license application previously and had denied the application. The applicant submitted additional information and requested reconsideration. Counsel reminded the Board that the applicant was convicted of two counts of a 3<sup>rd</sup> degree sex offense, felonies, in April 2023. On the first count, the applicant was sentenced to incarceration for five (5) years and an additional three (3) years, followed by probation for three (3) years. On the second count, the applicant was sentenced to probation for (7) years. The applicant is also required to register as a Tier II sex offender for 25 years. The applicant provided a letter from their probation officer and employer, which was not provided when the application was previously considered by the Board. Counsel informed the Board that, according to the letter from the probation officer, the applicant is in compliance with all of the terms of his probation. Counsel stated that the applicant is asking for reconsideration of the Board's decision to deny the license renewal. The applicant submitted a statement to the Board in support of the request, which was read by the Counsel.

The Board held a discussion as to whether to approve the master renewal license application. Several members of the Board expressed concerns. Director Bull advised that the Board could deny the license and allow the applicant to request a hearing, which would allow the Board to meet with the applicant in person. A motion to deny the master renewal license application was made by Mr. Weglarz, seconded by Mr. Kitching, and unanimously approved by the Board. Chairman Giangrandi expressed opposition to the denial.

A motion to return to the business meeting was made by Mr. Weglarz, seconded by Mr. Kitching, and unanimously approved by the Board at 11:42 a.m.

A motion to adopt the findings of the closed session of July 10, 2024 was made by Mr. Weglarz, seconded by Mr. Jones, and unanimously approved by the Board.

**Adjournment**

With no further business, upon Mr. Weglarz’s motion and Mr. Jones’ second, the Board voted to adjourn the July 10, 2024, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:44 a.m.

**Signature on File**

**8/14/24**

\_\_\_\_\_  
**John Bull**  
**Executive Director**

\_\_\_\_\_  
**Date**

**Signed on behalf of the Board as voted on and approved on 8/14/24**