



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

Date: November 8, 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
Victor Porter, Investigator

Staff Absent: None

Guests Present: **Doug Presley**
Drigh Needham, prospective Board member

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 10:36 a.m.

Approval of Minutes

Members of the Board reviewed the minutes of the Business Meeting held on October 11, 2023.

Upon Mr. Weglarz’s motion and Mr. Magazi’s second, the motion was unanimously carried to approve the October 11, 2023, meeting minutes without amendment or correction.

Complaint Committee Report

Chairman Hamilton reported that the scheduled Complaint Committee meeting had been cancelled and there was no report at this time.

Mr. Bull stated he had hired an investigator, Victor Porter, and that there is an additional open position for a second investigator that will go through the HR hiring process. Mr. Bull further explained that once Mr. Porter is fully trained and he becomes familiar with the investigative process, he will begin to investigate open complaints.

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 October 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 submitted or to be discussed.

Executive Director’s Report

Mr. Bull stated that he had prepared the 2024 Board meeting schedule and that an in-person meeting as selected by the Board is scheduled for March 2024. He stated as it gets closer to the in-person meeting date, he will send additional details and information as it relates to parking and entry to the building.

Mr. Bull further stated that, with the upcoming legislative session, there are two Board members, Mr. Giangrandi and Mr. Magazi, whose terms will end in December 2024. He has not heard if the legislature will approve new appointments or if current Board members will be holdovers, but once he obtains additional information, he will notify the Board.

Mr. Bull reminded the Board that, in the last meeting, the members discussed a reciprocal licensing agreement with Washington, D.C. He has gone through all emails and files and cannot find any paperwork relating to a prior negotiated reciprocal licensing agreement with D.C. He asked that if any

Board members have documentation relating to reciprocity discussions with D.C., to please send it to him to resume the reciprocity negotiation process with D.C. He stated that D.C. has a new Executive Director who has indicated that they are unaware of documentation regarding prior discussions related to a reciprocal licensing agreement. Chairman Hamilton stated that he may have retained documentation when he worked on it with Robin Bailey, and that he will send anything related to that to Mr. Bull.

Counsel's Report

Counsel explained, for the benefit of Board members who have not convened in a closed session, the practice of and limited legal reasons that a regulatory body is able to convene in closed session, which include the discussion of matters that require advice of counsel, to protect the privacy and reputation of a license applicant or other individual, and to discuss pending or potential litigation. General Provisions Article, § 3-305(b), Annotated Code of Maryland. License applicants are required to disclose a prior criminal history, or a board may be required to consider some other potentially disqualifying subject matter, such as discipline or regulatory action by another jurisdiction, etc. The Board is permitted to convene in a closed session that is not open to the public, and which is only attended by Board members and necessary staff. The Board can then discuss consider the matters, including a determination on a license application. The Board will subsequently reconvene in the business meeting to adopt the findings, if any, of the closed session and, typically, adjourn. Counsel explained that the Board would be asked to convene in closed session today to discuss two pending HVACR license applications.

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

There was no new business at this time.

Closed Session

Upon Mr. Magazi's Motion, and Mr. Weglarz's second, the Board unanimously voted to enter a closed session, remotely, at 10:54 a.m., pursuant to § 3-305(b)(2), (7), and (8) of the General Provisions Article, Annotated Code of Maryland, to discuss applications where the applicant disclosed criminal history and to seek the advice of Counsel.

License Application 01

The Board considered an apprentice license renewal application for an individual who had been convicted of a misdemeanor in 2017 for second degree assault, and a firearm offense in 2022 related to the earlier conviction. The Board considered the applicant's completion of rehabilitation therapy,

employment history, the date of the applicant's release from incarceration, their activities since then, and several letters of character reference submitted on the applicant's behalf.

By Mr. Weglarz's motion and Mr. Giangrandi's second, the Board voted unanimously to approve the apprentice license renewal application.

License Application 02

The Board considered the original HVACR apprentice license of an applicant who has been convicted in 1992, while a minor, of several offenses related to a single incident, involving first-degree murder, conspiracy to commit robbery, and assault with intent to rob. The applicant was released on parole in 2019 and has been employed in the HVACR industry since that time. The Board considered the applicant's employment documentation and the applicant's explanation of the incident resulting in conviction.

By Mr. Kitching's Motion and Mr. Politzer's second, the Board voted unanimously to approve Mr. Goodman's original apprentice license application.

Upon completion of the Closed Session Mr. Kitching made a Motion, seconded by Mr. Magazi, and unanimously carried by the Board to return to the Business Meeting at 11:31 a.m.

Approval of Findings of Closed Session

The members reviewed the findings of the Closed Session held on November 8, 2023.

Upon Mr. Giangrandi's motion and Mr. Kitching's second, the Board voted unanimously to approve the findings of the Closed Session.

Adjournment

With no further business, upon Mr. Giangrandi's Motion and Mr. Weglarz's second, the Board voted to adjourn the November 8, 2023, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:37 a.m.

Signature On File

December 13, 2023

John Bull
Executive Director

Date

Signed on behalf of the Board as voted and approved on December 13, 2023