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

**Date:** June 11, 2025

**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  
**Michael Weglarz**, Master Electrician  
**Winfield “Rocky” Jones**, Master HVACR Contractor  
**David Politzer**, Consumer Member  
**Dwight Needham**, Master HVACR Contractor  
**Ahmed Kabir**, Consumer Member  
**Robert Parker**, Master HVACR Contractor

**Staff Present:** **Chuck Marquette**, Executive Director, Mechanical Licensing Unit  
**Sloane Fried Kinstler**, Assistant Attorney General  
**William Gross**, Administrative Officer, Mechanical Licensing Unit

**Others Present:** **John Dove**, Commissioner, Occupational and Professional Licensing,  
Maryland Department of Labor  
**Matthew McKinney**, Office of the Commissioner, Occupational and  
Professional Licensing, MD Dept. of Labor

**Guests Present:** **Darien Prince**, CTE Coordinator, Robert E. Stethem Educational Center  
**James Parker**, Member of the Public  
**Brian Brooks**, Member of the Public (joined at 11:08am)

**Call to Order**

At the start of the meeting, Counsel Kinstler advised the Board that a member of the public was recording the meeting, which is permissible.

Chairman Giangrandi called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:38 a.m.

Mr. Jones moved to adopt the June 2025 meeting agenda. Mr. Weglarz seconded the motion; by a roll call vote, the Board unanimously approved the meeting agenda.

**Approval of Minutes**

A motion was made by Mr. Jones to approve the business meeting minutes of May 14, 2025, without amendment or correction. The motion was seconded by Mr. Kabir and, by a roll call vote, unanimously approved by the Board.

**Complaint Committee Report**

Mr. Gross reported the findings of the Complaint Committee as follows:

<b><u>Closed Complaint</u></b>	<b><u>Under Investigation</u></b>	<b><u>Sent for A.G. Pre-Charge</u></b>	<b><u>Criminally Charged</u></b>
		24-0068	
	24-0070		
25-0005			
25-0008			
25-0010			
25-0011			
25-0014			
	25-0017		
25-0018			
25-0019			
25-0041			

A motion to approve the findings of the Complaint Committee was made by Mr. Jones, seconded by Mr. Needham, and, by a roll call vote, unanimously approved by the Board.

**Application Review Committee**

Mr. Needham reports that he has one application to review. Mr. Needham requested additional information but did not have enough time to fully review due to the materials being submitted the day before the Board meeting. Mr. Needham will review this application at the next Board Meeting.

**Review of Examination Statistics and License Totals**

Mr. Gross reported the following PSI exam statistical summaries for the month of May 2025:

	<b>Candidates Tested</b>	<b>Passed</b>	<b>Failed</b>	<b>Pass Rate %</b>
May 2025				
<b>Total</b>	93	38	55	41%

Cumulative- YTD

<b>Total</b>	392	151	241	39%
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Testing to date

<b>Total</b>	13,377	5,750	7,627	43%
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There are currently 22,234 active licenses.

### **Correspondence**

Mr. Weglarz asked about PSI’s approval process for Maryland HVACR Master exam applicants. He noted that, in the Master Electrician discipline, PSI reportedly awarded three years of credit upon apprenticeship completion—enabling candidates to meet the seven-year experience requirement for master license eligibility immediately. He wanted to know if the same was happening for HVACR applicants.

Director Marquette, who attended that Baltimore County meeting, confirmed the discussion. He stated that PSI must follow Maryland law and that no such credit shortcut exists. He has initiated an internal audit—beginning with electrician licenses and extending to HVACR and plumbing—to identify any improperly issued licenses. He will also meet with PSI to clarify Maryland’s requirements and will report audit findings and recommended actions to the Board.

Mr. Weglarz then asked what recourse exists if a tradesman was granted a Master license prematurely.

Counsel replied that they would consult the litigation counsel to review the evidence. In past cases of agency error—where a license was wrongly issued without applicant misrepresentation—the agency has absorbed the mistake rather than penalize the individual. However, litigation counsel will determine whether regulatory action (such as requiring surrender of the Master license and reversion to Journeyman status) is appropriate.

Executive Director Marquette added that the audit will focus on licenses issued in the past year, verifying all supporting documentation to ensure compliance with statutory requirements.

### **Old Business**

#### **HVACR Code Update Status**

Executive Director Marquette stated that the initial concept proposal has been sent to the Secretary’s office for approval. He added that once approved, the Bard can move forward with proposed action.

#### **District of Columbia Reciprocal Licensing Agreement**

Executive Director Marquette states that he met with administrators for the District of Columbia Board of Trades (DC) last week along with Mr. Giangrandi, Mr. Jones, and Will Gross to discuss reciprocity between the two jurisdictions. Because DC does not recognize restricted license classifications, reciprocal licensing will be limited to licensees holding a full master or full journeyman license for reciprocity. He adds that he wants to make sure that the Board agrees with the arrangement. He added that our codes are at different stages as DC is using the 2012 and 2014 codes Maryland uses the 2018 and moving toward 2021. He asked whether that is a sticking point for the Board. Mr. Jones stated that he doesn’t think that the difference in the adoption code is going to be an issue with reciprocity. Mr. Needham states that he has taken the DC exam and overall, they are substantially and sufficiently similar.

Executive Director Marquette stated that he will submit a draft agreement to the Board before he submits it to DC.

Mr. Needham asked whether the Board currently has a reciprocity agreement with Virginia. Executive Director Marquette stated that there is an agreement for Masters and Journeyman by exam only that is about 10 years old and hasn't been updated.

#### Discuss HB1162

Counsel stated that she sent an email and a regulation to everyone this morning, explaining that it contains draft language is for a regulation that would comply with the new statutory provision in Business Regulation Article, §9A-501.1 established by HB 1162 that requires the Board to adopt regulations to enforce the new section. She added that although she does not believe regulations are necessary, she drafted one to satisfy the statutory requirement. Since most Board members had not had an opportunity to look at it before today's meeting, she asked that members review it before the July meeting and prepare for discussion as to whether the Board will propose action or not.

#### Update on Reinstatement Period Legislation Change

Executive Director Marquette reported that the proposed change is currently under review in the Secretary's Office, awaiting concept approval. He stated that he will provide a status update at the July Board meeting.

#### **New Business**

##### Election of Vice Chairman

As Mr. Kitching's tenure on the Board has ended, Director Marquette advised that the Board should consider election of a new vice chair.

Mr. Needham moved to nominate Mr. Jones as Vice Chair of the Board. Mr. Weglarz seconded the motion; by a roll call vote, the Board unanimously approved Mr. Jones as the new Vice Chair of the Board.

#### **Executive Director's Report**

The Executive Director did not offer a report.

#### **Counsel's Report**

Counsel did not offer a report.

#### **Chairman's Report**

There was no report offered by the Chairman.

#### **Closed Session**

Upon a motion by Mr. Jones, and Mr. Parker's second, the Board unanimously voted to convene in a closed session at 11:09 a.m., pursuant to General Provisions Article, to § 3-305(b)(2), (7), and (8),

Annotated Code of Maryland, to protect the privacy and reputation of applicants and who disclosed a criminal conviction on their license application and to seek the advice of Counsel.

#### Applicant .01

Counsel stated that the Board previously considered the application but had requested supplemental information and deferred its decision.

In 2001, the applicant was convicted in federal court for possession and distribution of child pornography following a 1999 investigation involving illegal material found on a home computer. The applicant completed all court ordered supervision and is classified as a Tier II sex offender. Counsel noted that the Board has full discretion to approve or deny the application.

During incarceration, the applicant completed an HVACR service training program through a North Carolina community college in partnership with the Bureau of Prisons. A transcript from Granville Community College was submitted, confirming coursework and the awarding of a diploma in HVACR in August 2005. The applicant also submitted a letter from Ambassador Services, Inc. in Owings Mills verifying employment as a service technician since 2006 and confirming good standing. Additionally, the applicant affirmed that there is no current supervision or movement restriction by any local, state, or federal agency.

Following a brief discussion, a motion to approve the application was made by Mr. Weglarz, seconded by Mr. Needham, and unanimously approved by the Board.

#### Applicant .02

The applicant was convicted in 2019 of home invasion, a felony, for which they were sentenced to incarceration for 25 years, with all but five (5) years and six (6) months suspended, followed by five (5) years of probation. Applicant also received a consecutive sentence of 15 years—with all but five (5) years without parole suspended—for using a handgun in the commission of a violent crime, along with an additional five (5) years of probation. Additionally, they were convicted of robbery with a dangerous weapon and sentenced to incarceration for five (5) years. These convictions are now six years old, and the Board has discretion to consider the application.

In the applicant's letter to the Board, the applicant explains that they were working and earning a steady income at the time of the offenses but became involved in criminal activity after being robbed during an attempted vehicle purchase. Seeking revenge, the applicant enlisted help from someone in the neighborhood, which ultimately led to their involvement in two robberies, including one targeting a local drug dealer. The applicant was arrested and convicted for both incidents.

While incarcerated, the applicant focused on self-improvement, developing discipline through reading, meditation, and exercise. They completed vocational and academic training in CADD, construction management, accounting, and HVACR. They also earned EPA 608, A2L Flammables, and R-410A refrigerant certifications and gained practical HVACR experience.

The applicant stated that they are deeply committed to the HVACR trade and view it as a long-term career path. They asked the Board to consider their growth and progress as they work to rebuild their life and continue their journey as a dedicated tradesman.

Following a brief discussion, Mr. Weglarz moved to approve the application; however, the motion did not receive a second. Mr. Parker then made a motion to request additional information from the applicant's current employer. The motion was seconded by Mr. Jones and unanimously approved by the Board.

Mr. Weglarz moved to return to the business meeting, which was seconded by Mr. Parker. Upon a unanimous vote, the Board approved reconvening its business meeting at 11:37 a.m.

A motion to adopt the findings of the closed session of June 11, 2025, was made by Mr. Parker, seconded by Mr. Weglarz, and unanimously approved by the Board.

**Adjournment**

With no further business, upon Mr. Parker's motion and Mr. Weglarz's second, the Board voted to adjourn the June 11, 2025 meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:39 a.m.

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**Chuck Marquette**  
**Executive Director**

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**Date**

**Signed on behalf of the Board as voted on and approved on** \_\_\_\_\_