
**Maryland Home Improvement Commission
Public Business Meeting Minutes**

DATE: April 2, 2020

TIME: 10:00 a.m.

PLACE: Teleconference through Zoom

MEMBERS PRESENT: Robert Altieri
Lawrence Helminiak
Lauren Lake
Wm. Bruce Quackenbush
Joseph Tunney, Chair
I Jean White

MEMBERS ABSENT: James Berndt
Michael Shilling

**DLLR OFFICIALS AND
STAFF PRESENT:** David Finneran, Executive Director
John Hart, Assistant Attorney General
Deborah Irvin-Cromwell, Assistant Executive Director
Kimberly Rosenthal, Administrative Officer
Lance Franklin, Licensing Supervisor
Kenneth Sigmund, Assistant Attorney General

Call to Order

Chair Tunney called the meeting to order at 10:04 a.m.

Approval of the February 6, 2020 Minutes

Mr. Quackenbush made a motion to approve the minutes of the February 6, 2020 Commission meeting. Ms. Lake seconded the motion and all approved the minutes.

Guaranty Fund Activity Report

The MHIC Guaranty Fund Activity Report dated February 20, 2020 is as follows:

Balance as of July 1, 2019	\$ 3,366,195.42
Receipts	\$ 681,770.10
Interest	-0-
Disbursements	
Claims	(\$620,432.85)
Refunds	(\$6,136.00)
Balance as of January 31, 2020	<u>\$3,421,396.67</u>
Reserve	
Anticipated Large Claims	\$ 700,000.00
FMIS Balance	\$3,361,396.67
Difference	\$ 60,000.00

Please note that the "Receipts" amount of \$681,770.10 include Electronic licensing receipts of \$60,000.00 for the month of January that was not posted into FMIS until the month of February 2020.

**Prorated Claims Report - MHIC Business Meeting
2/6/2020**

<u>Contractor</u>	<u>Suspended date</u>
Contractor A Payout completed on March 27, 2018	June 9, 2015
Contractor B Payout completed on December 6, 2018	June 16, 2016
Contractor C Payout completed on October 4, 2018	February 1, 2017
Contractor D Payout completed on January 1, 2019	June 29, 2017
Contractor E 24 – Complaints Claims date closed as of January 1, 2019	June 29, 2017 (Emergency Suspended) Latest complaint opened May, 2018
Contractor F Payout completed on September 3, 2019	December 21, 2017

Contractor G
9 – Complaints

May 8, 2019 (voluntary termination)
Latest one opened May 20, 2019
One complaint reopened Nov. 4, 2019

Contractor H
7 – Complaints

June 24, 2019 (Emergency Suspension)
Latest one opened October 29, 2019

Contractor I
5 – Complaints

March 8, 2019 (license expired)
Latest one opened May 20, 2019

Contractor J
12 – Complaints

Dec. 16, 2019 (Emergency Suspension)
Latest complaint opened January 6, 2020

Contractor K
5 – Complaints

Jan. 16, 2020 (show cause suspension)
Latest complaint opened Jan. 22, 2020

Contractor L
6--Complaints

March 12, 2020 (Emergency Suspension)
Emergency Suspension Appeal
hearing May 7, 2020

Review of Exam Results

Below is the examination statistics summary for the month of February 2020 and March 2020

February 2020

Home Improvement	Candidates Tested	Passed	Failed	Pass %
Contractor	139	94	45	68%
Contractor Spanish	88	46	42	52%
Salesperson	97	68	29	70%
Salesperson Spanish	0	0	0	
TOTAL	324	208	116	64%

March 2020

Contractor	141	108	33	77%
Contractor Spanish	56	24	32	43%
Salesperson	57	35	22	61%
Salesperson Spanish	0	0	0	
TOTAL	254	167	87	66%

Mr. Finneran informed the Commissioners that PSI Services, the MHIC exam vendor, contacted MHIC to ask if the Commission if testing services were deemed essential due to the Covid 19 pandemic. Mr. Finneran stated that the Attorney General's office informed him that examination services were not considered essential. Therefore, PSI Services would not be able to test MHIC contractor candidates at this time.

Mr. Tunney said that he is fearful that due to the Covid 19 pandemic, there would be more unlicensed contractors trying to get work and more unlicensed complaints would be coming into the Commission.

Maryland Home Improvement Stats

JANUARY 2020	
LICENSING ACTIVITY	
Current Licenses Total	33,272
<i>Contractor/Salesperson</i>	17,519
<i>Salesperson</i>	2,999
<i>Contractor/Salesperson (Corp/Part)</i>	11,820
<i>Applications Approved</i>	130
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	92
<i>Licensed</i>	70
<i>Unlicensed</i>	22
Pending Show Cause Hearings	69
Waiting to be sent to OAH	120
Pending Hearing/Decision at OAH	84
Mediation	40
CLAIMS	
New Claims Received	29
Total Open Claims	380

FEBRUARY 2020

FEBRUARY 2020	
LICENSING ACTIVITY	
Current Licenses Total	33,423
<i>Contractor/Salesperson</i>	17,599
<i>Salesperson</i>	3,007
<i>Contractor/Salesperson (Corp/Part)</i>	11,820
<i>Applications Approved</i>	149
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	103
<i>Licensed</i>	73
<i>Unlicensed</i>	30
Pending Show Cause Hearings	65
Waiting to be sent to OAH	125
Pending Hearing/Decision at OAH	80
Mediation	43
CLAIMS	
New Claims Received	26
Total Open Claims	406

Maryland Home Improvement Commission Citation Report

Civil Citations February 2020 & March 2020

FEBRUARY 2020					
<i>Citation #</i>	<i>Total \$ Amount</i>	<i>Violations</i>	<i>Investigator</i>	<i>Due Date</i>	<i>Citation Date</i>
713	\$1,500	Y01	N/A	4/5/2020	2/5/2020

MARCH 2020					
<i>Citation #</i>	<i>Total \$ Amount</i>	<i>Violations</i>	<i>Investigator</i>	<i>Due Date</i>	<i>Citation Date</i>
714	\$1,500	Y-01	N/A	5/5/2020	3/6/2020
715	\$2,500	Y-01, BB-01	N/A	5/5/2020	3/6/2020
717	\$1,500	Y-01	N/A	5/10/2020	3/11/2020

Comments from the Chair

Mr. Tunney wished the Commission to stay safe and healthy and hopes that we are all together soon.

Comments from the Executive Director

Mr. Finneran informed the Commissioners that the Office of Administrative Hearings is scheduled to reopen May 1, 2020. There are several MHIC cases at OAH and there are approximately 125 waiting to be sent.

Mr. Finneran informed the Commissioners that there are currently 8 staff members that have access to the MHIC database while working from home. Most MHIC staff members are able to answer emails and return phone calls. He also stated that the

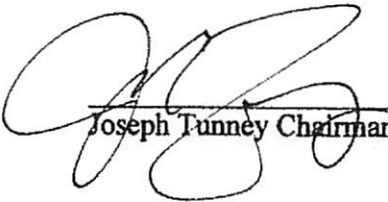
licensing review process has continued with some delay and the applications are being issued and processed. The staff are doing the best they can during this pandemic.

The Commissioners welcomed Mr. Kenneth T. Sigman, the new Assistant Attorney General Advice Counsel to the Commission. Mr. Sigman graduated from the Catholic University of America Columbus School of Law in 1998. After graduating, he completed judicial clerkships in the Circuit Court for Charles County and the Maryland Court of Special Appeals. He was in private practice for twenty years before joining the Office of the Attorney General. In addition to representing private clients in various matters, he served as City Attorney for the City of Mount Rainier and the City of Takoma Park, and advised several local quasi-judicial administrative bodies. The Commissioners look forward to working with Mr. Sigman.

Mr. Tunney and Mr. Finneran thanked the previous Advice Counsel to the Commission, AAG Mr. Hart for all that he's done advising the MHIC.

Adjournment

The meeting was adjourned at 10:21 a.m.



Joseph Tunney Chairman



David Finneran, Executive Director