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**State of Maryland**  
**Elevator Safety Review Board / Business Meeting Minutes**  
**August 25, 2023 TIME: 10:00 a.m. – 12:00pm**

**LOCATION: Held virtually Google Meet**  
**Phone Information: +1 470-400-5690**  
**PIN: 546 397 236 #**

**Call to Order**

Ed M. Hord, Chairman, called the Business Meeting of the Elevator Safety Review Board to Order at 10:03 am.

**Roll Call:** Conducted by Department of Labor Mechanical Board Executive Director, John Bull

**Attendees**

Jason Danker, Board Member  
Mike Moran, Board Member  
Tom Lindsay, Board Member  
Bill Hosea, Board Member  
Charles Meeks, Board Member  
John Bull, Department of Labor  
Dave Dearborn, Department of Labor  
Ralph Dillman, Department of Labor  
Antoinette Thembi, Department of Labor  
Danielle Anderson, Department of Labor  
Kim Ward, Counsel Department of Labor  
Cynthia Cuenin, Tempest Group, Inc. Member of the Public  
P.D. Smith Jr., Tempest Group, Inc. Member of the Public  
Quorum called and approved.

**Agenda item addition**

Presentation from the Wind Turbine Committee

**Approval of Minutes**

Board members reviewed minutes of the Business Meeting held April 24, 2023. A motion to accept the minutes was offered by Jason Danker. Mike Moran seconded the motion. The minutes were accepted unanimously.

Board members reviewed minutes of the Business Meeting held June 24, 2023. A motion to accept the minutes was offered by Jason Danker. Mike Moran seconded the motion. The minutes were accepted unanimously.

### **Complaints**

Executive Director J. Bull reviewed the status of Elevator complaints ESRB 23-0002 & ESRB-23-0003. Both complaints were closed, as the Elevator Safety Review Board does not have the authority to administratively affect the complaints. The complaints correspondences' was forwarded to the Division of Labor and Industry for resolution.

### **PSI Exams**

There were no exams reported in June 2023. July 2023; one pass recorded, one fail recorded.

In total for 2023: Five exams recorded. Three passes. Two fails.

### **Wind Turbine Committee Report**

Ralph Dillman of the Department of Labor informed the Board, in order to obtain specific license for Wind Turbine Mechanics, state legislation must be passed. Presently a licensed Elevator Mechanic must be on site when wind turbines are being serviced. Board member Tom Lindsay shared he recently visited a wind turbine. Mr. Lindsay summarized working as a Wind Turbine Mechanic is risky and requires a unique set of specific skills and training. Attendee P. D. Smith Jr. of Tempest, Inc. stated the American Society of Mechanical Engineers (ASME) 17.1 and 17.8 and 8.6 provides regulations for wind turbine maintenance. Mr. Smith suggested a training schedule created, with focus on Code(s) 17.1, 17.8 and 8.6. Mr. Smith stated the State of Maryland provides safer work conditions, in comparison to other states. Mr. Smith suggested a 125 break test included in the training schedule. Mr. Smith suggested the following items considered for training;

- Electrical live units
- Door locks
- Riding tower elevators with doors open

## **Wind Turbine Committee Report**

Board member Mike Moran suggested until legislation dictates, only licensed Mechanics should service wind turbines. Chairman Hord asked attendees if Alimak Corporation provides specific training for wind turbine mechanics. Director Bull informed the company does not provide training. Ralph Dillman of Labor informed 2021 wind turbine codes are available in the code book. P.D. Smith shared MEPC provides training for wind turbine service mechanics. Chairman Hord believes all Turbine Service Mechanics should be licensed. Cynthia Cuenin of Tempest Group, Inc. underscored the importance of ensuring all Turbine Mechanics are thoroughly trained and licensed, in the interest of public safety. Chairman Hord suggested further research should be explored by the Wind Turbine committee in the development of licensing. Board member Tom Lindsay requested an opportunity to visit a wind turbine. P.D. Smith informed the board this was not feasible, due to liability concerns.

## **Board Correspondences**

There are no correspondences to review

## **Old Business**

Labor Web Content Creator Danielle Anderson presented items to include in the Elevator Safety Review Board pamphlet.

- A general overview of the Elevator Safety Review Board mission
- General information about the Elevator Safety Review Board
- Addressing safety protocols of non- licensed workers entering elevator hoist ways.

Board member Jason Danker suggested separate pamphlets developed for the general public and industry professionals. Ralph Dillman of Labor suggested the Board establish regulations addressing non- licensed workers entering hoist ways are available for review in OSHA. Board member Charles Meeks suggested the service industry pamphlet have specific focus on OSHA safety regulations. Chairman Hord suggested a 'quick card' be created. Ms. Anderson asked the Board if embedding links in the pamphlet is acceptable. All members agreed adding information links are acceptable. Ms. Anderson will present format drafts of the pamphlet at the next Elevator Safety Review Board meeting.

## **New Business**

Elevator Safety Review Board Fees, Executive Director John Bull, presenter

Executive Director John Bull informed the Board Investigator Andrew Klausing is no longer employed for the O&P Mechanical Board. An active search is underway to add 2 full- time investigators. The new Investigators will assist all Mechanical Boards with complaints.

Director John Bull presented a proposal to increase current fees of the Elevator Safety Review Board application. Mr. Bull reminded Board members fees have not increased in over 12 years. Mr. Bull shared the current fee schedule has not kept up with day to day functions and administrative processing cost. In 12 years, processing cost have increased by 23 %. Mr. Bull suggested the following fee adjustments:

- All fees become non- refundable.
- The initial application fee for Elevator Mechanic increase from \$25.00 to \$35.00

- Elevator Mechanic application fee increase from \$175.00 to \$200.00 , renewals from \$200-\$225.00
- Initial Contractor application fees increase from \$275.00 to \$300 for a 2 year license. Renewals increase from \$300.00 to \$325. 00.

Mr. Bull suggested the Board move to becoming fully digitized, with live customer support, in support of fees increases and application processing. Chairman Hord suggested a vote to be taken regarding the proposals. The Board voted on Director Bull's proposal is recorded as follows.

Chairman Hord – Yes

Charles Meeks - No

Jason Danker – Yes

Bill Hosea – No

Tom Lindsay – No

Mike Moran - No

The tally of the vote to increase fees are 2 Yes, 4 No. Fees will not increase at this time.

Director Bull encouraged the Board elect a Vice Chairman, to handle the responsibilities of Board Chairman if he is unavailable. Member Jason Danker made a motion that a vote to be tallied, Member Mike Moran seconded the motion. All members were unanimous and voted for a Vice Chairman. Jason Danker nominated himself. Tom Lindsay nominated Bill Hosea. The tally is recorded as follows:

Jason Danker voted for himself

Charles Meeks voted for Bill Hosea

Tom Lindsay voted for Bill Hosea

Mike Moran voted for Bill Hosea

Bill Hosea voted for himself

The final vote is 4 to 1. Bill Hosea was selected as the Vice Chairman of the Elevator Safety Review Board.

Director Bull shared with the Board Members Lance Brown has resigned his position from the Elevator Safety Review Board due to time constraints. There are currently two vacant positions available on the Elevator Safety Review Board.

### **Chairman's Report**

No chairman's report.

### **Counsel Report**

There is no Counsel report.

With no other business to consider, Chairman Hord suggest adjournment. Jason Danker makes a motion to adjourn the meeting .Mike Moran seconds the motion. All Board members' unanimously agreed. Chairman Hord announces adjournment at 11:16 am. The next Elevator Safety Review Board meeting is scheduled October 27, 2023, 10:00 am.

**Signature on File**

**October 27, 2023**

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**John Bull**  
**Executive Director**

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

**Signed on behalf of the Board as voted and approved on: October 27, 2023**