

Elevator Safety Review Board / Business Meeting Minutes 100

South Charles Street, Tower 1

Baltimore, Maryland 21201

February 18, 2025, TIME: 10:00 a.m. – 12:00pm

LOCATION: Virtual

Phone Information: +1 470-400-5690

PIN: 546 397 236 #

In-person, meeting is for Staff and Board Members Only

Board Members Attending

Ed Hord, Chairman, Board Member
Steve Redman, Board Member
Jason Danker, Board Member
William Hosea, Board Member
Mike Moran, Board Member
Tom Lindsay, Board Member
Charles Meeks, Board Member

Department of Labor Staff Attending

Charles Marquette, Executive Director
Matthew Venuti, Assistant Attorney General
Dave Dearborn, Program Manager, Division of Labor and Industry
Daniel Gutierrez, Chief Elevator Inspector, Division of Labor and Industry
LaKissha Thornton, Administrative Officer
Angel Mack-Boyd, Board Administrator

Guests Attending

Members Absent from Board Meeting

Devki Virk, Commissioner of Labor and Industry, Ex Officio Member

Roll Call: Conducted by Charles Marquette, Mechanical Board Executive Director, Department of Labor

CALL TO ORDER

With a quorum established, Ed M. Hord, Board Chairman, called the Business Meeting of the Elevator Safety Review Board to order at 10:06 a.m.

APPROVAL OF MINUTES

Board members examined the minutes from the Business Meetings on August 20, 2024, and December 16, 2024. Chairman Hord presented them, and the Board subsequently approved the minutes. An amendment was made to the August 2024 minutes to clarify that Mr. Meeks was present at the meeting.

Mr. Moran proposed accepting the minutes, with Mr. Danker seconding the motion. The Board unanimously voted to approve the minutes.

COMPLAINT COMMITTEE

Executive Director Marquette advised there were no reported complaints.

APPLICATION REVIEW COMMITTEE

Executive Director Marquette states that no applications were submitted for the Board's review. Mr. Danker submitted an application to Mr. Moran, which was not presented to the Board, but Mr. Moran did approve the Elevator application.

Mr. Redman asks to discuss the continuing education courses. Mr. Danker told the Board that the required education course changes annually and applies exclusively to Elevator Mechanics. The motion for continuing education was approved at 10:17 am.

PSI EXAM STATISTICS

Ms. Mack-Boyd informed the Board there were no exams to report between January 2024 through December 2024. Ms. Mack-Boyd informed the Board there were no exams to report for January 2025. The cumulative test results between January 2006 through January 2025 are as follows:

79 Tested 37 Pass 42 Failed

Mr. Danker raised concerns about the timely submission of renewal applications. Chairman Hord proposed establishing a small committee comprising Mr. Danker, Mr. Lindsey, and Mr. Meeks to compare the Elevator licensees against the data maintained by the Department of Labor, Elevator Safety Review. Ms. Thornton alerted the Board that the figures might be slightly inaccurate because of the ongoing updates to the AS400 database used by the Department of Labor. Chairman Hord then called for a vote on the committee's formation, which the majority approved at 10:36 am.

CORRESPONDENCE

Ms. Mack-Boyd had no correspondence to review.

OLD BUSINESS

Mr. Lindsay requests that one of the Board meetings be held in person. Chairman Hord informed that a motion was previously approved for an in-person Spring meeting on April 29, 2025, at the Department of Labor headquarters.

Both Chairman Hord and Mr. Danker expressed concern about the absence of electronic payments for Elevator Safety. Executive Director Marquette informed the Board that the Department of Labor is currently exploring various options to implement electronic payments and will provide a follow-up once more information is available. Chairman Hord notes the difficulty Elevator Mechanics face in renewing their credentials promptly due to the lack of electronic payments, and he mentioned that the Department of Labor is technologically lagging compared to other agencies.

Chairman Hord inquired if there was any additional old business to address, and upon hearing no response, the Board moved on to the next category.

NEW BUSINESS

Chairman Hord suggests creating an organizational chart listing all committees with their respective board members, along with contact information. Mr. Lindsay suggests the creation of biographies of the board members and staff from the Department of Labor. Mr. Lindsay also requested the minutes and agenda be delivered two weeks before the meeting and sent a follow-up one week before the meeting. Chairman Hord also requested the minutes be provided shortly after the Board meeting while the information was still fresh in their heads.

Mr. Danker questions the possibility of reciprocity with Delaware, given that the state of Maryland has reciprocity with Virginia. Executive Director Marquette states he is currently in the process of reviewing the requirements for Elevator Licensing of the surrounding states to test the viability of reciprocity. Mr. Lindsay suggested that Maryland has reciprocity with Pennsylvania, but he was informed by Mr. Meeks, Mr. Danker, and Chairman Hord that Pennsylvania does not provide licensure for Elevator Mechanics.

Mr. Lindsay asked if there would be a fee increase across the different Elevator licenses; Chairman Hord informed Mr. Lindsay that the Board previously voted not to increase the fees, although he believed the fees should be increased. Chairman Hord requests an annual budget update, as well as a monthly expenditure to include profit/loss during the next Board meeting. Mr. Hosea raised concern about the expenses for the Board increasing, stating the lack of in-person meetings in lieu of virtual meetings which has helped saved money. Mr. Hosea states he doesn't understand how the expenses are increased and wants to see all finances for the Board including payroll to gain a clearer picture.

Chairman Hord asked if there were any more new business to be addressed; hearing no response, the Board moved on to the next category.

Complaint Process

No information was provided for the Complaint Process.

Elevator Inspections

The Division of Labor and Industry provided no report.

Board Reports

Executive Director Report

Executive Director Marquette had no report to deliver. However, he did share a brief summary of his experiences with the Department of Labor and Baltimore City Community College (BCCC).

Counsel Report

Assistant Attorney General Venuti provided no report on the legislative process. There have been no

changes to report.

Chairman Report

Chairman Hord is happy to have Executive Director Marquette on the Board to help respond to the many questions the Board possesses. Chairman Hord asked if there was a need for the closed session, and board members were informed there was no need.

Wind Turbine Committee Report

Mr. Lindsay suggests the Board visit a wind turbine to review how the maintenance is completed. Chairman Hord states that it is possible to establish a date for the Board to visit the wind turbines. Additional information to be discussed at a later date.

Adjournment

With no other business to consider, Chairman Hord suggested adjournment.

Mr. Moran made a motion to adjourn the meeting, seconded by Jason Danker. Board members voted unanimously to adjourn the February 18, 2024, meeting at 11:06 a.m.

The next Elevator Safety Review Board meeting is scheduled in person at the Department of Labor on April 29, 2025.

Charles Marquette
Executive Director

Date

Signed as voted and approved by the Board on: