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

**Date:** April 10, 2024

**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  
**Lawrence Kitching, Vice Chair**, Master HVACR Contractor  
**Dwight Needham**, Master HVACR Contractor  
**Amadou Magazi**, Master HVACR Contractor  
**Michael Weglarz**, Master Electrician

**Members Absent:** **David Politzer**, Consumer Member

**Staff Present:** **John Bull**, Executive Director, Mechanical Licensing Unit  
**Sloane Fried Kinstler**, Assistant Attorney General  
**LaKissha Thornton**, Administrative Officer

**Guests Present:** Paul Lepine - Citizen

**Call to Order**

Chairman Giangrandi called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:34 a.m.

**Approval of Minutes**

Before the Approval of the Minutes, Counsel Kinstler addressed an email she had sent earlier that day indicating that an incorrect version of the March meeting minutes had been sent to the members of the Board. She acknowledged that the correct version had been sent to the Board should be considered for approval.

A motion was made by Mr. Weglarz to approve the minutes of the March 13, 2024, HVACR Board meeting without amendment or correction, seconded by Mr. Needham, and unanimously approved by the Board.

**Complaint Committee Report**

There was no Complaint Committee report. Director Bull reminded the Board that the meeting of the Complaint Committee for the month of April 2024 would be held later that afternoon, and that the findings of that meeting would be submitted for approval by the Board at the May 2024 meeting of the Board.

**Application Review Committee**

Mr. Magazi reported that no applications had been submitted for review.

**Review of Examination Statistics and License Totals**

Director Bull reported the following PSI exam statistical summaries for the month March 2024:

	<b>Candidates Tested</b>	<b>Passed</b>	<b>Failed</b>	<b>Pass %</b>
<b>Total</b>	72	26	46	36%

Cumulative- YTD

<b>Total</b>	163	62	101	38%
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Testing to date

<b>Total</b>	12,526	5423	7103	43%

There are currently 21,142 active licensees.

**Correspondence**

There was no correspondence submitted.

**Old Business**

Director Bull provided an update to the Board pertaining to the negotiation of a reciprocal licensing agreement with Washington, D.C., stating that a draft of the agreement was sent to the D.C. Board of Industrial Trades and was being reviewed by their office. He continued, stating, that if accepted by the D.C. Board, that the draft would be submitted to the Board for final approval. If revisions to the agreement were made or suggested by D.C, those changes would be presented to the Board when they are received.

Director Bull provided the following updates regarding pending legislation that may affect or interest the Board:

**SB 1185 and HB 642 – Apprenticeships in Licensed Occupations Act of 2024**

Director Bull stated that the bills would provide an apprenticeship avenue to licensure, both bills were withdrawn by their sponsors.

### HB 269 – Criminal Procedures – Disclosures of Expunged Records – Alterations

Director Bull stated that the bill would not allow an application for licensure to be denied solely based upon the failure to disclose a criminal conviction that had been expunged. Director Bull reported that the bill died in committee and would no longer be considered. Director Bull also reminded the Board that the bill would not have affected the Board’s practices as Counsel has advised that an application should not be denied based solely upon a criminal conviction that had been expunged.

### SB 1072 and HB 1201 – Occupational and Professional Licensing – Military Training and Military Spouses

Director Bull stated that the bill would require that military spouses, who are stationed in Maryland, be granted licensure based on out-of-state qualifications, regardless of reciprocity agreements. Director Bull stated that the bill died in committee.

### New Business

There was no new business.

Counsel Kinstler informed Director Bull that, at the March meeting, Mr. Needham requested that a discussion be held by the Board regarding potential legislation to require reporting period by a licensee who was convicted of a crime between renewal cycles. Mr. Needham expressed concern that a licensee is currently only required to report a new conviction at each license renewal; he stated that he believes a licensee should be required to report a conviction within a 90-day period. Counsel advised that at the March meeting, Mr. Politzer stated that the MD Real Estate Commission (MREC) has a similar provision. Counsel reported that she had confirmed that the MREC does have a statutory provision requiring such reporting.

Director Bull stated that he would place the discussion on the May 2024 agenda under New Business.

### Executive Director’s Report

Director Bull provided an update on the Board’s vacancies, stating that Mr. Winford “Rocky” Jones had been appointed to the Board and confirmed by the Legislature. Mr. Jones will be filling the vacant master plumber seat. Director Bull continued, stating there were still two vacant seats on the Board, one for a consumer member and one for an industry member from geographic region 5, including Garrett, Allegheny, Washington, and Carrol Counties.

Director Bull informed the Board that the Mechanical Licensing Unit had hired Katrina Hunter to serve as its Records Manager. He stated that Ms. Hunter would begin work on April 24, 2024.

Director Bull reported that he is working with the IT Department to replace all current paper applications with electronic versions to make the application and renewal process completely electronic. He stated that he could not give a definitive completion date for the project but will apprise the Board of all developments.

**Counsel's Report**

Counsel did not offer a report.

**Chairman's Report**

There was no report offered by the Chairman.

**Closed Session**

The Board did not convene in a Closed Session.

**Adjournment**

With no further business, upon Mr. Weglarz's Motion and Mr. Needham's second, the Board voted to adjourn the April 10, 2024, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 10:51 a.m.

**Signature on File**

**May 8, 2024**

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

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

**Signed on behalf of the Board as voted on and approved on May 8, 2024**