

**STATE BOARD OF STATIONARY ENGINEERS  
BUSINESS MEETING MINUTES**

**DATE:** January 21, 2025  
**PLACE:** 100 S. Charles Street  
Cherry Hill Conference Room  
Baltimore, MD 21201  
<http://meet.google.com/xwr-ibzi-cox>  
1-904-900-0689 PIN: 684 413 753#

**MEMBERS**

**PRESENT:** Brian Wodka, Chairman, Industry Member  
Lance Brown, Vice-Chairman, Industry Member  
John Arizaga, Industry Member  
Herman Sykes, Industry Member  
Steve Noonan, Ex-Officio Member, Chief Boiler Inspector

**MEMBERS ABSENT:** None

**STAFF PRESENT:** John Dove, Commissioner, Occupational and Professional Licensing  
Sarah McDermott, Assistant Commissioner, Occupational and Professional  
Licensing  
Charles Marquette, Executive Director, Mechanical Licensing Unit  
Sloane Fried Kinstler, Assistant Attorney General  
LaKissha Thornton, Administrative Officer

**STAFF ABSENT:** Angel Mack-Boyd, Administrative Specialist III

**GUESTS PRESENT:** Jennifer Foote, Maryland Environmental Services

**CALL TO ORDER**

Chairman Wodka called the January 21, 2025, Business Meeting of the Board of Stationary Engineers to order at 10:03 am.

After the call to order, Chairman Wodka requested that the members of the Board and staff introduce themselves for the new staff members. Chairman Wodka introduced himself as the Chairman of the Board. Mr. Brown introduced himself as the Vice-Chairman and stated that he was an industry member currently working as a contractor. Mr. Sykes introduced himself as an industry member. He stated that this was his second Board meeting, and that he was still learning the procedures of the meetings. Mr. Arizaga introduced himself as an industry member. Mr. Noonan introduced himself and stated that he is the Chief Boiler

Inspector for the State of Maryland. Director Marquette introduced himself as the newly appointed Executive Director of the Mechanical Licensing Unit. He stated that he had previously been employed by the Maryland Department of Labor in the Maryland Apprenticeship and Training Council under the Division of Labor and Industry. He continued, stating that he was most recently employed with Baltimore City Community College, through their office of Workforce Development. He stated that he was excited to work with the Board. Counsel Kinstler introduced herself as an Assistant Attorney General, serving as Counsel to the Mechanical Licensing Unit, as well as several other licensing units within the Division of Occupational and Professional Licensing. Assistant Commissioner McDermott introduced herself to the Board, stating she was happy to be able to attend the meeting. Commissioner Dove introduced himself and said that he was happy to be able to attend, especially as it was Director Marquette's first meeting. Ms. Thornton introduced herself as the Board Administrator for the State Board of Plumbing and Licensing Supervisor for the Mechanical Licensing Unit. She stated that the Board Administrator, Ms. Angel Mack-Boyd, was unable to attend the meeting but would attend future meetings. She stated that Ms. Mack-Boyd had had some communication with some of the Board members and that she looked forward to meeting them in the future. Ms. Thornton then stated it was a pleasure to attend the meeting.

### **APPROVAL OF THE MINUTES**

Before the vote to approve the minutes of July 9, 2024, meeting, Mr. Noonan noted a possible correction. He questioned whether Mr. Dearborn was present at the meeting, as stated in the minutes. Ms. Thornton stated that she would reach out to Mr. Dearborn to confirm whether he was in attendance. A motion to approve the minutes of the July 9, 2024, Business Meeting, pending a possible correction, was made by Mr. Brown, seconded by Mr. Sykes, and unanimously approved by the Board.

### **COMPLAINT COMMITTEE**

There was no report from the Complaint Committee.

### **APPLICATION REVIEW COMMITTEE**

Chairman Wodka stated that there had been a recent influx of applications to be reviewed, citing six (6) pending applications. Chairman Wodka stated that the Board was working to review them. Ms. Thornton stated that, as a new Board administrator has been hired, applications would be sent to the Board for review on a regular basis. She added that it was important that the applications be reviewed in a timely manner, preferably within two weeks of receipt, as applicants had begun to express concern over processing times. Ms. Thornton stated that it may be necessary to add a member to the Application Review Committee if the current members felt they could be more productive with another participant. Mr. Noonan questioned whether he was still a member of the Application Review Committee, as he had not received any applications. Ms. Thornton apologized, stating that she was not aware he was a member of the Committee, and had not sent him any applications for review. Ms. Thornton noted that Mr. Noonan's participation in the application review should help expedite the application process. Counsel Kinstler advised that three participants on a committee at this time could constitute a quorum of the current membership of the Board. Ms. Thornton noted the Mr. Noonan was a non-voting member of the Board. Counsel Kinstler confirmed that those three (3) members would be permissible and recommended that the Committee also be comprised of two (2) industry members. Counsel then clarified the Board's request, stating that due to Chairman Wodka's other Board responsibilities and commitments outside of the Board, it would be preferred if was relieved of that responsibility. Chairman Wodka asked if anyone else would like to volunteer to join the Committee. Mr. Brown questioned what was required to serve on the Committee. Ms. Thornton explained the application review process stating the pending applications are forwarded to the Board for review via

email when they cannot be approved by PSI. Chairman Wodka stated that, generally, the applications that were pending review were from persons applying for licensure that required the opinion of the Board. Chairman Wodka stated that his practice had been to review all applications submitted during a given month at one time and then send a follow-up to approve or deny any application. He suggested that the newly formed Committee come up with a schedule for reviewing the applications that worked best for them and staff. Ms. Thornton stated that staff were open to any suggestion or preference from the Committee regarding the submission of applications. Mr. Brown asked for clarification on the review process. Ms. Thornton stated that applications were sent to the Committee via email for review, with a requested response date. The members of the Committee would then review the applications and provide a response to the Board via email. Chairman Wodka confirmed that was the process. Mr. Noonan suggested that staff set a date to send applications and that spreadsheet be created for tracking applications reviewed for review. Mr. Arizaga agreed that a spreadsheet to track the applications would be beneficial. Mr. Brown agreed to join the Application Review Committee. Ms. Thornton stated that she would work with Ms. Mack-Boyd to establish a spreadsheet for the application review process.

A motion to reestablish the Application Review Committee consisting of Mr. Brown, Mr. Arizaga, and Mr. Noonan was made by Mr. Arizaga, seconded by Mr. Sykes, and unanimously approved by the Board.

Mr. Arizaga questioned whether the current pending applications would be sent to the newly formed Committee. Ms. Thornton confirmed that all pending applications would be sent to the newly formed Application Review Committee along with the spreadsheet.

### **REVIEW OF EXAMINATION STATISTICS**

Ms. Thornton reported the PSI Examination results as follows:

#### **August 2024:**

<b><u>Grade</u></b>	<b><u>Tested</u></b>	<b><u>Passed</u></b>	<b><u>Failed</u></b>	<b><u>Pass Rate</u></b>
<b>1</b>	12	2	10	17%
<b>2</b>	10	0	10	0%
<b>3</b>	15	0	15	0%
<b>4</b>	6	1	5	17%
<b>5</b>	4	3	1	75%
<b>Total</b>	47	6	41	13%

#### **September 2024:**

<b><u>Grade</u></b>	<b><u>Tested</u></b>	<b><u>Passed</u></b>	<b><u>Failed</u></b>	<b><u>Pass Rate</u></b>
<b>1</b>	7	3	4	43%
<b>2</b>	8	2	6	25%
<b>3</b>	9	1	8	11%
<b>4</b>	8	3	5	38%
<b>5</b>	2	1	1	50%
<b>Total</b>	34	10	24	29%

#### **October 2024:**

<b><u>Grade</u></b>	<b><u>Tested</u></b>	<b><u>Passed</u></b>	<b><u>Failed</u></b>	<b><u>Pass Rate</u></b>
<b>1</b>	12	3	9	25%
<b>2</b>	3	0	3	0%

<b>3</b>	9	1	8	11%
<b>4</b>	6	3	3	50%
<b>5</b>	5	1	4	20%
<b>Total</b>	35	8	27	23%

November 2024:

<b><u>Grade</u></b>	<b><u>Tested</u></b>	<b><u>Passed</u></b>	<b><u>Failed</u></b>	<b><u>Pass Rate</u></b>
<b>1</b>	15	2	13	13%
<b>2</b>	7	2	5	29%
<b>3</b>	8	1	7	13%
<b>4</b>	5	4	1	80%
<b>5</b>	6	2	4	33%
<b>Total</b>	41	11	30	27%

December 2024:

<b><u>Grade</u></b>	<b><u>Tested</u></b>	<b><u>Passed</u></b>	<b><u>Failed</u></b>	<b><u>Pass Rate</u></b>
<b>1</b>	13	3	10	23%
<b>2</b>	7	3	4	43%
<b>3</b>	6	0	6	0%
<b>4</b>	13	7	6	54%
<b>5</b>	5	5	0	100%
<b>Total</b>	44	18	26	41%

Ms. Thornton reported that since January 2024, 491 candidates were tested, with 145 candidates having passed, 346 candidates having failed, with a pass rate of 30%. Since the inception of the test 8157 candidates were tested with 2839 candidates having passed, 5318 candidates having failed, with a pass rate of 35%. There are currently 3,862 active licensees.

Ms. Foote questioned whether exam results were reported by grade. Ms. Thornton confirmed that the exam results for each grade of licensure were reported in the minutes of each meeting. She explained that the results were not fully reported at the meeting for simplicity. Ms. Foote questioned whether the number of applicants who passed the exam was the same as the number of new licensees per grade for that month. Ms. Thornton explained that it was up to the applicant to apply for the license after being notified of their passing the exam so the number of licenses issued may differ from the number of applicants who passed the exam. Ms. Foote stated that her company was actively looking to hire Grade 1 Stationary Engineers and was looking for a way to better identify qualified individuals. Ms. Thornton stated that Ms. Foote could request a list of licensed Stationary Engineers from the Board. She stated that the request needed to be submitted in writing and that the fee was \$40.00 for the initial list to include one (1) grade (category) of licensure, and \$4.00 for each additional grade (category). Ms. Foote thanked Ms. Thornton for the information.

### **CORRESPONDENCE**

There was no correspondence to be discussed.

## **OLD BUSINESS**

There was no Old Business to be discussed.

## **NEW BUSINESS**

There was no New Business to be discussed. Chairman Wodka stated that he would like to discuss potential modifications to regulations or proposing new regulations at a future date.

## **EXECUTIVE DIRECTOR'S REPORT**

Director Marquette stated that staff was working with PSI to develop a Spanish language exam for all the Mechanical Licensing Unit exams, with the goal having the exams completed by the end of the year. He stated that he would keep the Board abreast of any updates.

## **COUNSEL'S REPORT**

Counsel did not offer a report.

## **CHAIRMAN'S REPORT**

The Chairman did not offer a report.

## **CHIEF BOILER INSPECTOR'S REPORT**

The Chief did not offer a report.

## **CLOSED SESSION**

The Board did not convene in a Closed Session.

## **ADJOURNMENT**

Before adjournment Chairman Wodka questioned how many meetings were held by the Board in 2024. Ms. Thornton stated that she would need to confirm but it appeared that there were three meetings of the Board, including the Joint meeting with the Board of Boilers. A motion to adjourn the January 21, 2025, Board meeting was made by Mr. Brown, seconded by Mr. Sykes and unanimously approved at 10:36 a.m.

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**Charles Marquette, Executive Director**  
Signed on behalf of the Chairman of the  
Board

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**Date**