

**Elevator Safety Review Board / Business Meeting Minutes**  
**1100 N. Eutaw Street, Baltimore MD 21201**  
**April 26, 2024 TIME: 10:00 a.m. – 12:00pm**  
**LOCATION: Held in person**  
**Phone Information: +1 470-400-5690**  
**PIN: 546 397 236 #**

**Board Members Attending**

Ed Hord, Chairman  
Jason Danker  
Mike Moran  
Tom Lindsay  
Charles Meeks  
Devki Virk, Commissioner, Division of Labor and Industry

**Board Members Absent**

William Hosea

**Department of Labor Staff Attending**

John Dove, Commissioner Occupational and Professional Licensing  
John Bull, Executive Director, Mechanical Boards  
Sloane Kinstler, Assistant Attorney General  
Dave Dearborn, Program Manager, Division of Labor and Industry  
Daniel Gutierrez, Acting Chief Elevator Inspector, Division of Labor and Industry  
Antoinette Thembi, Board Administrative Officer

**Guests Attending**

None

**Roll Call:** Conducted by John Bull, 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 10:01 a.m. A round table introduction of all attendees was conducted.

**APPROVAL OF MINUTES**

Board members reviewed minutes of the Business Meeting held February 23, 2024. Chairman Hord presented the Board approve the minutes.

Mr. Moran moved to approve the minutes of the February 23, 2024 meeting of the Board. Mr. Meeks seconded the motion. The Board unanimously voted to approve the minutes without amendment. Board members reviewed minutes of the Business Meeting held October 27, 2023, which had previously been considered for approval with a correction.

Mr. Moran moved to accept the October 27, 2023 Board meeting minutes. Mr. Meeks seconded the motion. The Board voted unanimously to approve the minutes without further amendment.

## **COMPLAINT COMMITTEE**

Executive Director Bull advised there were no reported complaints.

## **APPLICATION REVIEW COMMITTEE**

Executive Director Bull reports there were no applications submitted for review by the Board.

## **PSI EXAM STATISTICS**

There were no exams to report for March 2024. In 2024, 4 exams were administered. 4 passed. Mr. Bull informed board members 99% of applicants are qualifying for licensure by way of approved training programs, work experience and national recognized apprentice programs.

## **CORRESPONDENCE**

There was no correspondence to review.

## **OLD BUSINESS**

### Elevator Safety Review Board Pamphlet

Director John Bull informed the Board of a two-document advisory statement designed for posting on the Elevator Safety Review Board website, in lieu of a paper pamphlet. He will send the form by email for Board members to review.

Board member, Commissioner Devki Virk, underscored that a public document must reference current COMAR laws and regulations. She stated that the current draft pamphlet does not support established standards.

Mr. Danker reminded members that the original idea for the pamphlet was introduced to address worksite safety in elevator hoist ways. He requested counsel work with the Compliance Advisory Committee to work with or review the Committee's draft to address safety concerns.

Mr. Bull reiterated that the authority of the Board is limited to the enforcement of licensing requirements. Applicable safety standards in place under Maryland Occupational Safety and Health (MOSH) laws are enforced by the Commissioner of the Division of Labor and Industry (DLI).

Mr. Meeks reiterated the creation of a document that can be publicly displayed in support of Elevator Mechanic responsibilities regarding worksite hoist ways.

Mr. Moran shared that there is a lack of education of property owners and general contractors regarding certain safety concerns, specifically the presence of a mechanical contractor in certain areas, including hoist ways and the pit.

Board member Gutierrez stated that there are established regulations regarding who has permissible access to elevator hoist ways. Commissioner Virk added that the law does not require an elevator

mechanic to remain with other contractors, e.g. electrician, plumber, etc. authorized to work on or around an elevator.

Chairman Hord believes more work needs to be done to educate laborers on construction worksites. Mr. Hord requests that this topic be included as an agenda item at the next Board meeting scheduled for June 28, 2024.

Mr. Bull reminded the Board that there are established pathways with other mechanical boards to report a potential violation by a licensee.

Mr. Dearborn suggested the Board prepare a “best practices” statement instead of a document focusing on laws and regulations. Mr. Danker supported Mr. Dearborn’s idea.

Counsel advised the Board against creating two (2) documents, which could lead to unintentionally conflicting language resulting in confusion among licensees and industry stakeholders.

Chairman Hord confirmed that the Board’s authority is over licensure; that safety concerns are not within the Board’s authority; and are under the authority of DLI. Chairman Hord directed the Advisory Compliance Committee to revise the draft statement based on the discussion during the meeting today.

## **NEW BUSINESS**

### License Reciprocity

Mr. Meeks suggested that the Board consider increasing work experience requirements for reciprocal licensing from 2 years to 4 years.

Mr. Moran mentions there is not a test in place for non-union elevator renovators. Mr. Moran stated that there are many unlicensed workers renovating elevator cabs.

Mr. Bull advised that the route to report unlicensed workers is by submission of a complaint.

Commissioner Dove asked Mr. Moran how an elevator renovator identifies themselves to the public. Mr. Moran explained that an elevator renovator company must be registered with the Maryland SDAT. To his knowledge, there are only three (3) such companies within the state of Maryland registered with SDAT.

Commissioner Virk asked if there is an apprenticeship license for elevator renovators. Mr. Bull replied that, currently, there is not.

Mr. Moran suggested a review of the Elevator Safety Review Board’s authority and limitations. Chairman Hord requested Board members forward items to place on the agenda for the next Board meeting in June 2024 to Ms. Thembi.

## **BOARD REPORTS**

### Executive Director Report

Executive Director Bull reported candidate Steven Redman is set to be sworn in as the new consumer member of the Board. Mr. Bull will email Board members a new contact sheet once the new member is sworn in.

Mr. Bull will send an email to each Board member to vote on their preferred day of the week to have future Board meetings, as Fridays seem inconvenient for many. Counsel suggested that, if the Board would stay on an alternating month meeting schedule, the third Tuesday of a month alternating with the meetings of the Board of Stationary Engineers could be available.

### Chairman Report

There was no report offered from Chairman Hord

### Wind Turbine Committee Report

There was no report from the Wind Turbine Committee.

### Counsel Report

No report offered from Counsel.

### Closed Session

The Board did not convene in closed session.

## **Adjournment**

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

Mr. Moran made a motion to adjourn the meeting, seconded by Mr. Danker. Board members voted unanimously to adjourn the April 26, 2024 meeting at 11:32 a.m.

The next Elevator Safety Review Board meeting is scheduled in person at the Department of Labor on June 28, 2024.

**Signature on File**

**June 18, 2024**

\_\_\_\_\_  
**John Bull**  
**Executive Director**

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

**Signed as voted and approved by the Board on: June 18, 2024**