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

Date: September 10, 2025

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: **Winfield “Rocky” Jones, Chairman**, Master HVACR Contractor
Michael Weglarz, Master Electrician
David Politzer, Consumer Member
Dwight Needham, Master HVACR Contractor
Ahmed Kabir, Consumer Member
Robert Parker, Master HVACR Contractor
Michael Giangrandi, Master HVACR Contractor

Staff Present: **Chuck Marquette**, Executive Director, Mechanical Licensing Unit
Sloane Fried Kinstler, Assistant Attorney General
William Gross, Administrative Officer, Mechanical Licensing Unit

Others Present: **Sarah McDermott**, Deputy Commissioner, Occupational and Professional Licensing, MD Dept. of Labor

Guests: **Mel Hall**, member of the public
Sonny Peake, member of the public

Call to Order

Chairman Jones called the Business Meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration (“HVACR”) Contractors (“Board”) to order at 10:33 a.m.

Mr. Parker moved to adopt the August 2025 meeting agenda. Mr. Weglarz seconded the motion; by a roll call vote, the Board unanimously approved the meeting agenda.

Approval of Minutes

A motion was made by Mr. Weglarz to approve the business meeting minutes of August 13, 2025, HVACR Board meeting without amendment or correction. The motion was seconded by Mr. Parker and, by a roll call vote, unanimously approved by the Board.

Complaint Committee Report

Mr. Gross reported the findings of the Complaint Committee as follows:

<u>Closed Complaint</u>	<u>Under Investigation</u>	<u>Sent for A.G. Pre-Charge</u>	<u>Criminally Charged</u>
24-0045			
25-0023			
		25-0025	
		25-0029	
	25-0033		
25-0034			
		25-0036	
25-0047			

A motion to approve the findings of the Complaint Committee was made by Mr. Weglarz, seconded by Mr. Needham, and, by a roll call vote, unanimously approved by the Board.

Application Review Committee

Mr. Needham reported that he reviewed three (3) submissions. After reviewing the supporting documents Mr. Needham approved two (2) of the applicants to renew their Journeyman licenses without exam and requested additional documentation from the third applicant.

A motion to approve the findings of the Application Review Committee was made by Mr. Weglarz, seconded by Mr. Parker, and, by a roll call vote, unanimously approved by the Board.

Review of Examination Statistics and License Totals

Mr. Gross reported the following PSI exam statistical summaries for the month of August 2025:

	Candidates Tested	Passed	Failed	Pass Rate %
August 2025				
Total	63	27	36	43%

Cumulative- YTD

Total	542	211	331	39%
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Testing to date

Total	13,535	5,817	7,718	43%
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There are currently 23,078 active licenses.

Correspondence

No correspondence was submitted.

Old Business

Discussion of reinstatement fees

Mr. Weglarz reiterated his suggestion from the previous meeting that the HVACR Board adopt the areinstatement fee structure in place for the Board of Electricians, noting it would help create consistency across the Mechanical Boards.

Counsel reminded the Board that Mr. Needham had previously identified \$150 as a possible fee, but it was unclear whether he intended that amount to be an initial fee, a cap, or part of a sliding scale. Counsel added that she had included 60- and 90-day fees in the draft only because Mr. Needham had mentioned those intervals.

Chairman Jones suggested first voting on whether to adopt a 30/60/90-day fee schedule or a flat fee model. Mr. Politzer argued that small fees would not incentivize licensees to renew on time, citing the frequency of expired licenses observed by the Complaint Committee. He emphasized that licensees carry significant responsibility and should face meaningful penalties for allowing a licenses lapse. He noted that the Real Estate Board's reinstatement fee is \$163 and suggested \$150–\$175 would be sufficient for HVACR.

Mr. Kabir stated that he favored maintaining a fee structure consistent with other trade boards.

Mr. Weglarz moved to adopt a 30/60/90-day reinstatement schedule modeled after the Electrical Board. Mr. Needham seconded, and the motion passed with Mr. Politzer abstaining.

Chairman Jones noted that the Board should determine the actual dollar amounts. Mr. Needham proposed \$150 for up to 30 days, \$300 for up to 60 days, and \$500 for 90 days or more. Counsel cautioned that while these amounts may be in line with some boards, they could be viewed as excessively high for the mechanical boards. She added that the Secretary's Office may require adjustments.

Mr. Weglarz agreed the amounts were too high and suggested \$50 for up to 30 days, \$100 for up to 60 days, and \$150 for 90 days or more. He then moved to adopt this fee schedule. Mr. Parker seconded to motion, and the motion carried, with a majority members voting in favor and Mr. Politzer and Mr. Needham voting against.

Counsel added that the Electrical Board's reinstatement fees are lower due to a statutory 12.5% limit on an increase of existing fees. The HVACR Board, however, is not subject to the same restriction as this is a new regulation; the Board has discretion to set higher fees if it chooses.

Update on COMAR 09.15.02.04

Executive Director Marquette reported that the public comment period pertaining to the proposed action to extend the period in which a licensee could seek license restoration will close on September 22nd. He reminded the Board that the action is necessary due to a recently enacted legislative amendment that extended the time within which license restoration is available. Once the comment period ends, any feedback received will be brought back to the Board for review, along with potential approval for final action, at the October 8th meeting.

Update on 09.15.02.11

Executive Director Marquette reported that the regulation to comply with recently enacted legislation (House Bill 1162 (2025)), which prohibited the sale of HVACR equipment to individuals without a proper license, is currently under review by the Secretary's office. The law will take effect on October 1st.

The Board will issue a notice to all HVACR licensees reminding them of this new requirement. In addition, Stephanie Anderson from HACC has offered to assist in distributing a letter to suppliers across Maryland to ensure awareness of and compliance with the new legislation. The Board will prepare the draft notice, and HACC will help circulate it to suppliers.

DC Reciprocity Agreement

Executive Director Marquette reported that he sent a draft of the reciprocity agreement to Washington, D.C. for review. The draft reflects the Board's previous discussion, providing for full reciprocity of both Journeyman and Master licenses. D.C. has acknowledged receipt of the draft and is conducting an internal review. They will return any comments once their review is complete.

New Business

HACC Proposal to Limit Master HVACR Licensees Use of a License to a Single Company

Chairman Jones stated that allowing Master licenses to be affiliated with multiple companies has created significant problems with unlicensed or unsupervised provision of services and urged the Board to move the proposal forward.

Mr. Weglarz noted that Exhibit A, included in the meeting materials, shows how the Electrical Board addresses this issue and suggested the HVACR Board adopt a similar approach. Executive Director Marquette clarified that the materials, including Exhibit A, were submitted by Sean Mallonee, President of HACC. He added that, while enforcement authority already exists for license misuse, new regulations could provide additional tools for enforcement.

Counsel explained that limiting a Master license to one company would be difficult to accomplish through regulation alone, and opposition is likely. She recommended considering a legislative proposal for 2027 if regulatory efforts stall. She also pointed to COMAR 09.15.02.02, which establishes a Master's responsibility to supervise work, as a possible basis for current enforcement actions.

Sonny Peak suggested that requiring a licensed Master to be a W-2 employee or partial owner of the company or companies they represent might address concerns about license "farming" without unduly restricting licensees' rights.

Mr. Needham noted that New Jersey requires 10% ownership by Masters, offering an example of how other states handle similar issues.

Counsel added that while some boards require some percentage ownership, Maryland's mechanical boards do not. Any ownership or employment requirement would require legislative action, not regulation.

Mr. Giangrandi moved that Counsel draft a regulation limiting each Master license holder to affiliation

with only one company. Mr. Weglarz seconded the motion. The motion passed by a majority voting in favor, with Mr. Needham voting against, and Mr. Kabir abstaining.

Code Inspectors

Chairman Jones raised concerns about complaints regarding a county inspector and asked whether the Board had authority over inspectors.

Counsel clarified that code compliance inspection authority lies with local jurisdictions, not the Board. Concerns should be directed to the relevant jurisdiction. Mr. Weglarz noted that the State Fire Marshal regulates electrical inspectors and asked whether a similar process exists for HVACR inspectors.

Counsel confirmed that no state exam or license is required for an HVACR inspector. Requirements, if any, are set by local jurisdictions, though most inspectors are likely to hold at least one mechanical license.

Executive Director’s Report

Executive Director Marquette reported on the ongoing audit of licenses issued through PSI qualifications. At this stage, no egregious violations have been identified with respect to applicants meeting the requirements to sit for an exam or obtain a license.

He stated that the Board could establish additional qualifiers with PSI to ensure all eligibility criteria are consistently verified. In certain cases, PSI may be asked to refer applications to the Board for review prior to granting approval. This would provide an additional safeguard, allowing the Board to identify potential concerns before licenses are issued.

He emphasized that while no major issues have surfaced, this step will enhance oversight and strengthen confidence in the process. He further noted that audits of PSI-processed licenses will continue on an ongoing basis across all boards.

Counsel’s Report

Counsel did not offer a report.

Chairman’s Report

There was no report offered by the Chairman.

Adjournment

With no further business, upon Mr. Weglarz’s motion and Mr. Parker’s second, the Board voted to adjourn the September 10, 2025, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:35 a.m.

Chuck Marquette
Executive Director

Date

Signed on behalf of the Board as voted on and approved on _____