
**Maryland Home Improvement Commission
Public Business Meeting Minutes**

DATE: October 3, 2019

TIME: 10:00 a.m.

PLACE: 500 N. Calvert Street, Baltimore, Maryland 21202

MEMBERS PRESENT: Robert A. Altieri
Lawrence Helminiak
William B. Quackenbush, Jr.
Michael Shilling
Andrew Snyder
Joseph Tunney, Chair
I Jean White

MEMBERS ABSENT: Lauren E. Lake

**DLLR OFFICIALS AND
STAFF PRESENT:** David Finneran, Executive Director
Lance Franklin, Licensing Supervisor
John Hart, Assistant Attorney General
Amani R. Holder, Licensing Secretary
Deborah Irvin-Cromwell, Assistant Executive Director
Kimberly Rosenthal, Administrative Officer
Tenaea A. Thomas, Acting Panel Secretary

Call to Order

Chair Tunney called the meeting to order at 10:00 a.m.

Approval of the August 1, 2019 Minutes

Mr. Quackenbush made a motion to approve the minutes of the August 1, 2019 Commission meeting. Ms. White seconded the motion and all approved the minutes.

Guaranty Fund Activity Report

The MHIC Guaranty Fund Activity Report dated September 18, 2019 is as follows:

Balance as of July 1, 2019	\$ 3,366,195.42
Receipts	\$ 199,252.22
Interest	-0-
Disbursements	
Claims	(\$115,963.27)
Refunds	(\$3,131.00)
Balance as of August 31, 2019	<u>\$3,446,353.37</u>
Reserve	
Anticipated Large Claims	\$300,000.00
FMIS Balance	\$3,359,783.37
Difference	\$86,570.00

Prorated Claims Report - MHIC Business Meeting 8/1/2019

<u>Contractor</u>	<u>Suspended date</u>
Contractor A Payout completed on March 27, 2018	June 9, 2015
Contractor B Payout completed on December 6, 2018	June 16, 2016
Contractor C Payout completed on October 4, 2018	February 1, 2017
Contractor D 22 -- Complaints	June 29, 2017
• 20 possible Guaranty Fund cases Last complaint received July 2018	
• 2 unlicensed activity criminal cases One new unlicensed activity complaint received September 2018.	
Claims date closed as of January 1, 2019	

Contractor E
24 – Complaints

June 29, 2017
Latest complaint opened May, 2018
Claims date closed as of **January 1, 2019**

Contractor F
8 – Complaints

December 21, 2017
Latest one opened March, 2018
Claims date closed as of **June 30, 2019**

Contractor G
8 – Complaints

May 8, 2019 (voluntary termination)
Latest one opened May 20, 2019

Contractor H
6 – Complaints

June 24, 2019
Latest one opened March 15, 2019

Contractor I
5 – Complaints

March 8, 2019 (license expired)
Latest one opened May 20, 2019

Review of Exam Results

Below is the examination statistics summary for the month of August and September 2019

August 2019

Home Improvement	Candidates			
	Tested	Passed	Failed	Pass %
Contractor	170	132	38	78%
Contractor Spanish	77	37	40	48%
Salesperson	111	74	37	67%
Salesperson Spanish	0	0	0	
TOTAL	358	243	95	68%

September 2019

Contractor	128	86	42	67%
Contractor Spanish	83	43	40	52%
Salesperson	115	81	34	70%
Salesperson Spanish	0	0	0	
TOTAL	326	210	116	64%

Chair Tunney raised the issue of contractors illegally using unlicensed salespeople. Mr. Finneran told the Commissioners that he would discuss the issuance of citations for the unlicensed selling of a home improvement, as well as, citations for contractors using unlicensed salespeople, at the upcoming meeting of MHIC investigators. Mr. Finneran also informed the Commissioners that there will be a MHIC Newsletter coming out in the next two months. He said that the newsletter will address the licensing requirements for selling a home improvement in Maryland. The newsletter will be sent to licensed contractors and salespeople, and be made available to the public.

Maryland Home Improvement Stats

July 2019	
LICENSING ACTIVITY	
Current Licenses Total	32,164
<i>Contractor/Salesperson</i>	17,039
<i>Salesperson</i>	2,935
<i>Contractor/Salesperson (Corp/Part)</i>	11,232
<i>Applications Approved</i>	148
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	68
<i>Licensed</i>	47
<i>Unlicensed</i>	21
Pending Show Cause Hearings	55
Waiting to be sent to OAH	70
Pending Hearing/Decision at OAH	79
Mediation	35
CLAIMS	
New Claims Received	29
Total Open Claims	325

The following table shows the results of the survey conducted in the year 1998. The data is presented in the form of a table with columns for the different categories and rows for the various items. The table is divided into two main sections: the first section contains the results of the survey, and the second section contains the results of the analysis. The data is presented in the form of a table with columns for the different categories and rows for the various items.

Category	Item	Value
Section 1	Item 1	100
	Item 2	200
	Item 3	300
	Item 4	400
	Item 5	500
	Item 6	600
	Item 7	700
	Item 8	800
	Item 9	900
	Item 10	1000
Section 2	Item 11	1100
	Item 12	1200
	Item 13	1300
	Item 14	1400
	Item 15	1500
	Item 16	1600
	Item 17	1700
	Item 18	1800
	Item 19	1900
	Item 20	2000

August 2019	
LICENSING ACTIVITY	
Current Licenses Total	32,429
<i>Contractor/Salesperson</i>	17,148
<i>Salesperson</i>	2,943
<i>Contractor/Salesperson (Corp/Part)</i>	11,372
<i>Applications Approved</i>	103
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	114
<i>Licensed</i>	76
<i>Unlicensed</i>	38
Pending Show Cause Hearings	50
Waiting to be sent to OAH	74
Pending Hearing/Decision at OAH	82
Mediation	32
CLAIMS	
New Claims Received	34
Total Open Claims	335

Maryland Home Improvement Commission Citation Report

Civil Citations August & September 2019

AUGUST 2019					
<i>Citation #</i>	<i>Total \$ Amount</i>	<i>Violations</i>	<i>Investigator</i>	<i>Due Date</i>	<i>Citation Date</i>
704	\$1,500	Y01	C. Corbin	10/29/2019	8/28/2019

There are no Citations for September 2019

The Commissioners asked Mr. Finneran to discuss issuing more Citations with the Investigators at the next Investigator Meeting.

Comments from the Executive Director

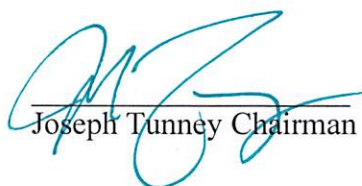
Mr. Finneran introduced Teneaa A. Thomas, Acting Panel Secretary and Amani R. Holder, Licensing Secretary to the Commissioners. The Commissioners welcome them both.

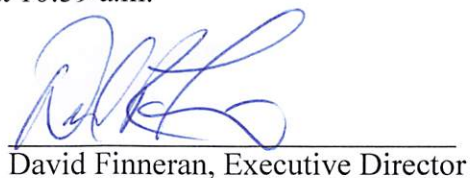
Mr. Finneran informed the Commissioners that Tiffany P. Robinson is the new Secretary for the Department of Labor. Ms. Robinson has a new staff who are doing a great job.

Mr. Finneran informed the Commissioners that the Commission does a lot of outreach.

Adjournment

The meeting was adjourned at 10:59 a.m.


Joseph Tunney Chairman


David Finneran, Executive Director