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

DATE: August 1, 2019

TIME: 10:00 a.m.

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

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

MEMBERS ABSENT: Jeffrey Ross
Andrew Snyder

OTHERS ABSENT: Lance Franklin, Licensing Supervisor

**DLLR OFFICIALS AND
STAFF PRESENT:** David Finneran, Executive Director
John Hart, Assistant Attorney General
Deborah Irvin-Cromwell, Assistant Executive Director
Michael Kasnic, Executive Director Real Estate Commission
Keyonna Penick, Panel Secretary
Kimberly Rosenthal, Administrative Officer
Tenaesa A. Thomas, Licensing Secretary

Call to Order

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

Approval of the June 6, 2019 Minutes

Mr. Quackenbush made a motion to approve the minutes of the June 6, 2019 Commission meeting. Ms. White seconded the motion and all approved the minutes.

Guaranty Fund Activity Report

The MHIC Guaranty Fund Activity Report dated June 13, 2019 is as follows:

Balance as of July 1, 2018	\$ 2,764,849.77
Receipts	\$ 1,365,276.07
Interest	-0-
Disbursements	
Claims	(\$766,799.57)
Refunds	(\$10,758.19)
Balance as of May 30 , 2019	<u>\$3,352,568.08</u>
Reserve	
Anticipated Large Claims	\$300,000.00
FMIS Balance	\$3,267,568.08
Difference	\$85,000.00

Mr. Hart informed the Commissioners that pursuant to Annotated Code of Maryland, State Finance and Procurement Article, § 6-226, the interest that accrues on the balance of the Guaranty Fund goes to the General Fund. There is a list of funds that are exempt from this requirement, however, the MHIC Guaranty Fund is not on this list.

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 June and July 2019

June 2019

Home Improvement	Candidates			
	Tested	Passed	Failed	Pass %
Contractor	156	110	46	71%
Contractor Spanish	67	40	27	60%
Salesperson	77	55	22	71%
Salesperson Spanish	1	1	0	100%
TOTAL	301	206	95	68%

July 2019

Contractor	140	100	40	71%
Contractor Spanish	75	39	36	52%
Salesperson	78	46	32	59%
Salesperson Spanish	0	0	0	
TOTAL	293	185	108	63%

Maryland Home Improvement Stats

May 2019	
LICENSING ACTIVITY	
Current Licenses Total	32,126
<i>Contractor/Salesperson</i>	17,017
<i>Salesperson</i>	2,952
<i>Contractor/Salesperson (Corp/Part)</i>	11,194
<i>Applications Approved</i>	152
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	116
<i>Licensed</i>	86
<i>Unlicensed</i>	30
Pending Show Cause Hearings	53
Waiting to be sent to OAH	57
Pending Hearing/Decision at OAH	76
Mediation	35
CLAIMS	
New Claims Received	23
Total Open Claims	264

June 2019	
LICENSING ACTIVITY	
Current Licenses Total	32,176
<i>Contractor/Salesperson</i>	17,043
<i>Salesperson</i>	2,293
<i>Contractor/Salesperson (Corp/Part)</i>	11,238
<i>Applications Approved</i>	101
<i>Applications Denied</i>	0
COMPLAINTS RECEIVED	
Complaints Received	85
<i>Licensed</i>	65
<i>Unlicensed</i>	20
Pending Show Cause Hearings	68
Waiting to be sent to OAH	72
Pending Hearing/Decision at OAH	84
Mediation	30
CLAIMS	
New Claims Received	26
Total Open Claims	290

Maryland Home Improvement Commission Citation Report

Civil Citations June & July 2019

JUNE 2019					
<i>Citation #</i>	<i>Total \$ Amount</i>	<i>Violations</i>	<i>Investigator</i>	<i>Due Date</i>	<i>Citation Date</i>
698	\$1,500	Y01	Thomas Marr, IV	8/26/2019	6/27/2019

JULY 2019					
<i>Citation #</i>	<i>Total \$ Amount</i>	<i>Violations</i>	<i>Investigator</i>	<i>Due Date</i>	<i>Citation Date</i>
702	\$1,000	N-01, O-01	William Banks, Jr.	8/31/2019	7/2/2019

Comments from the Chair

Mr. Tunney informed the Commissioners that he viewed a news report by Kai Reed, reporter with WBAL-TV which aired on Wednesday, July 31, 2019, in reference to Alexander C. Rich an unlicensed contractor. Mr. Finneran stated that he was involved with the segment that aired. He also informed the Commissioners that there are currently six complaints against Mr. Rich. Five of which have resulted in criminal charges. Mr. Rich is being actively prosecuted for working without a license.

Comments from the Executive Director

Mr. Finneran informed the Commissioners that on July 1, 2019 the Departments name changed to the Department of Labor.

Mr. Finneran informed the Commissioners that on July 31, 2019 the Department welcomed Tiffany Robinson as the new Secretary for the Department of Labor.

Mr. Finneran informed the Commissioners that on August 13, 2019, Keyonna Penick, Panel Secretary for the Maryland Home Improvement Commission will be leaving. Ms. Penick will be going to work for the Department of Commerce, Office of Tourism, Maryland State Arts Council as the Executive Assistant to the Executive Director. Ms. Penick's replacement will be Tenahea A. Thomas. Ms. Penick said goodbye to the Commissioners and she said that she would miss working with them. The Commissioners wished her well.

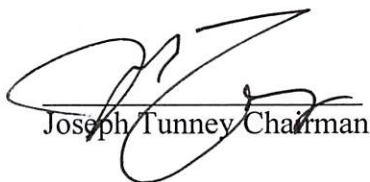
Mr. Finneran informed the Commissioners that he will be attending Acting Mayor Jack Young's Senior Symposium at Martins West in September. Last year there were more than 600 attendees and he is looking forward to the event. Mr. Quackenbush asked Mr. Finneran if he will be attending the Fall Home and Garden Show. Mr. Finneran stated he would love to attend if invited. Ms. White asked if homeowners are aware that they should ask the Commission if the contractors are licensed before hiring a home improvement contractor. Ms. Irvin-Cromwell stated they inform homeowners at the shows and various outreach events. She also stated they give out brochures to the seniors and she asks them to contact her in writing, by email, or a direct call to the Commission. Ms. Irvin-Cromwell feels the outreach efforts are successful.

Mr. Hart informed the Commissioners of the Open Meetings Compliance Board's recent decision issued on July 1, 2019 regarding a county council's deliberations conducted through email. Mr. Hart reminded the Commissioners that email communications where there is a quorum of Commissioners can be considered a public meeting subject to the Open Meetings Act, and therefore deliberations should always be conducted in an open forum such as a regular business meeting.

Mr. Finneran informed the Commissioners that the Home Improvement Commission will shortly get a Newsletter and will have the ability to send an email blast to all contractors. Mr. Finneran introduced Michael Kasnic, Executive Director for the Real Estate Commission. Mr. Kasnic stated that the Real Estate Commission is already using the email blast and it's very successful.

Adjournment

The meeting was adjourned at 10:42 a.m.


Joseph Tunney, Chairman


David Finneran, Executive Director