



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

Date: December 10, 2025

Time: 10:30 a.m.

Place: The Board of HVACR Contractors meeting was held via teleconference (US ☐ +1 208-907-5480 ☐ PIN:

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

Staff Present: **Chuck Marquette**, Executive Director, Mechanical Licensing Unit
Sloane Fried Kinstler, Assistant Attorney General
Aajah Harris, Policy Director, Occupational & Professional Licensing
William Gross, Administrative Officer, Mechanical Licensing Unit

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

Guests: **Jenika Robinson**, Stapleton HVACR

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 10:34 a.m.

Approval of Minutes

A motion was made by Mr. Weglarz to approve the business meeting minutes of November 12, 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.

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

Complaint Committee Report

Mr. Politzer 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>
23-0046			
	24-0016		
25-0016			
	25-0028		
		25-0046	
25-0048			
		25-0053	
25-0055			
25-0056			
	25-0057		
	25-0058		
25-0070			
26-0033			

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

Application Review Committee

No applications were submitted for review; no report was necessary.

Review of Examination Statistics and License Totals

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

	Candidates Tested	Passed	Failed	Pass Rate %
November 2025				
Total	69	24	45	35%

Cumulative- YTD

Total	785	307	478	39%
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Testing to date

Total	13,770	5,906	7,864	43%
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There are currently 23,369 active licenses.

Board Correspondence

Discuss questions regarding HB1162

Office Administrator William Gross shared correspondence from Carrier Enterprises, a national HVACR equipment distributor with five locations in the state of Maryland. They inquired about orders from customers headquartered outside of Maryland who purchase from the Maryland supplier. Because the materials are shipped outside of Maryland, they are asking about the propriety of sales to an individual located out of state without a Maryland HVACR license.

Counsel stated that if they are providing services in Maryland, then they would need to verify that they have a licensed person in the company, but the person who is dispatched to pick up the order doesn't necessarily have to be licensed. Further, Counsel suggested that if materials ship to a customer outside of Maryland, the Board would not have jurisdiction over services provided outside Maryland and a supplier's business should not be restricted.

Old Business

COMAR 09.15.02.04 – License restoration

Counsel stated that final action was published in the Maryland Register on December 1, 2025, and will become effective on December 11, 2025.

COMAR 09.15.05.01 – Code update

Executive Director Marquette stated that the item has been approved by the Secretary's Office.

Counsel added that it is still under review by the AELR Committee. Once the Committee grants approval, the item may be submitted for publication as a proposed action in the Maryland Register.

Chairman Jones asked about the typical timeframe for this process. Counsel advised that the AELR review generally takes at least 15 days to complete. She further noted that she anticipates submission sometime in January and will keep the Board informed of any updates.

Proposed Regulation 09.15.02.02 – Limiting Master Licensee Affiliation to One Company

Chairman Jones inquired about the status of the proposed regulation. Executive Director Marquette stated that it is still pending review from the Secretary's office. He added that he will update the Board on the status of the proposed regulation at next month's Board meeting.

New Business

COMAR 09.15.02.11 – Compliance with HB1162

Executive Director stated that there were no comments submitted to the proposed action and the Board is authorized to consider final action, pending approval of the Secretary. He reminded the Board that the regulation was adopted to comply with the HB 1162 that went into effect October 1, 2025 pertaining to Md. Ann. Code, Bus. Reg. 9A-501.1.

A motion to take final action to adopt COMAR 09.15.02.11 was made by Mr. Weglarz, seconded by Mr. Parker, and, by a roll call vote, unanimously approved by the Board.

Journeyman Waiver Applicants with Certificates of Completion More than 2 Years Old

Executive Director Marquette stated that the Board previously discussed this issue and elected not to act at that time. As the apprenticeship team has been working with all registered apprenticeship programs in the State of Maryland to ensure that apprentices are properly licensed, it has come to light that there may also be journey workers who have not obtained their journeyman licenses since completing an approved apprenticeship program.

Under current requirements, a Certificate of Completion must be submitted to the State Board of HVACR within two years of graduation for an individual to qualify for a journeyman license examination waiver. COMAR 09.15.02.08B. Executive Director Marquette requested that the Board consider granting a six-to-nine-month grace period to allow staff to process applications that fall outside the two-year requirement. He noted that there appears to be a significant number of such cases and that allowing a grace period would help increase licensure rates statewide. Additionally, granting this grace period would allow staff to process these applications without needing to seek Board approval for each individual case.

Mr. Weglarz moved to allow a nine-month grace period to process journeyman applicants that submit applications with Certificates of Completion dated outside the two-year graduation window required for the journeyman license waiver. Mr. Parker seconded the motion, and, by a roll call vote, the motion was unanimously approved by the Board.

Limitations on Tracking Contractor Employment and Business Affiliation

Mr. Politzer stated that with some other boards, such as the Real Estate Commission, consumers can search by contractor name, license number, location, or company name. He noted that when speaking with consumers, if they only know the name of the individual contractor who performed the work, there is no effective way through this Board's current system to determine whether that individual is licensed or associated with a particular company.

Counsel explained that for boards that have statutory authority to issue permits to businesses in addition to licensing individuals, allowing them to track company affiliation. None of the mechanical boards has authority to issue business permits and, accordingly, cannot track employment relationships. Their authority is limited to licensing individuals.

Counsel further noted that approximately ten years ago, the HVACR Board and the Plumbing Board jointly pursued legislation to allow both boards to issue business permits. That effort was strongly opposed by the industry and the bills failed during three consecutive legislative sessions.

Mr. Politzer observed that the Real Estate Commission licenses individuals but still allows the public to see the company with which a licensee is affiliated.

Counsel responded that the current legislative environment may be more favorable to pursuing similar legislation. However, unless introduced by a private citizen, the deadline for a departmental bill has passed, meaning such legislation would be required to wait until the 2027 legislative session.

Executive Director's Report

Executive Director Marquette states that he is still working on a reciprocity agreement with District of Columbia Board of Trades ("D.C."). He also reached out to West Virginia to explore a reciprocity

agreement. They have submitted their state requirements for HVACR licensure, and we are currently reviewing them internally and comparing them to Maryland requirements. He will update the Board as necessary.

Counsel’s Report

Counsel did not offer a report but wished everyone a happy holiday season and safe new year.

Chairman’s Report

There was no report offered by the Chairman, but he wishes happy holidays to Board members and staff.

Adjournment

With no further business, upon Mr. Weglarz’s motion and Mr. Parkers’ second, the Board voted to adjourn the December 10, 2025 meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 10:55 a.m.

Chuck Marquette
Executive Director

Date

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