



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

Date: October 8, 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

Members Absent: **David Politzer**, Consumer Member

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

Others Present: None

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 September 10, 2025, HVACR Board meeting without amendment or correction. The motion was seconded by Mr. Giangrandi 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>
24-0007			
24-0068			
25-0032			
	25-0033		
25-0040			
	26-0026		

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

Application Review Committee

Mr. Needham reported that he reviewed two submissions. After reviewing the supporting documents, he approved one of the applicants. The other applicant disclosed a misdemeanor and/or felony in their supporting documents; therefore, the application was returned because additional documentation is now required.

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 September 2025:

	Candidates Tested	Passed	Failed	Pass Rate %
September 2025				
Total	49	23	26	47%

Cumulative- YTD				
Total	656	262	394	40%

Testing to date				
Total	13,641	5,861	7,780	43%

There are currently 23,119 active licenses.

Correspondence

No correspondence was submitted.

Old Business

Proposed Regulation 09.15.02.02—Limiting Master Licensee to Affiliation to One Company

Counsel prepared a draft regulation based on a request of the Board at the last meeting. She noted that the draft language is not final and invited the Board to review and discuss any desired changes.

Mr. Weglarz stated that he was satisfied with the proposed language and asked whether it aligns with the Electrical Board's corresponding regulation.

Counsel clarified that the Electrical Board's language differs slightly because its applicable statutory provision references a "Qualified Agent," whereas the HVACR statute does not. Therefore, she drafted the proposed regulation to mirror the Electrical Board's model without including that term.

Mr. Weglarz moved to amend regulation 09.15.02.02 as Counsel had drafted the language. The motion was seconded by Mr. Parker and unanimously approved by the Board by roll call vote.

Proposed Regulation 09.15.01.03—Establishing HVACR License Reinstatement Fee Schedule

Counsel stated that at last month's meeting, the Board was presented with two proposed provisions to implement a reinstatement fee. One example utilizes a sliding fee schedule based on how long a licensee had allowed a license to be lapsed, and another, proposing a flat reinstatement fee.

A motion to approve a sliding scale reinstatement fee schedule for the renewal of expired HVACR licenses was made by Mr. Weglarz, seconded by Mr. Parker, and unanimously approved by roll call vote.

Proposed Regulation 09.15.02.04—HVACR License Restoration

Counsel stated that Executive Director Marquette would advise the Board on whether any public comments were received during the comment period, after which the Board was authorized to take final action pending Secretarial approval if it wished to do so.

Executive Director Marquette reported that no public comments were received during the comment period.

A motion to take final action to adopt amendments to COMAR 09.15.02.04 as proposed was made by Mr. Weglarz, seconded by Mr. Giangrandi, and unanimously approved by roll-call vote.

Proposed Regulation 09.15.02.11—Prohibition on Sale of HVACR Equipment to Unlicensed Persons

Executive Director Marquette stated that the regulation was submitted to the AELR Committee for review. Once we are notified that the regulation has been approved by AELR, the regulation can be submitted for publication of proposed action.

New Business

Executive Director Marquette stated that a meeting with MBE is scheduled for October 17, 2025, which will be held internally. If it becomes necessary to involve a Board member in a future discussion, he will notify the Board. Likewise, if the matter needs to be brought before the Board at the next meeting, it will be added to the agenda. Any materials or comments that members wish to submit prior to the meeting are welcome. Information gathered from the meeting will be reported back to the Board.

Mr. Weglarz noted that larger government buildings are transitioning from fossil fuels toward electric boilers. However, for large facilities, these boilers are typically manufactured only in 480 volts and are very costly, while also placing a greater demand on the electrical grid. He remarked that while this shift reduces emissions, it increases costs in other areas. Mr. Weglarz further commented on the geothermal component of the bill, noting that heat pump chillers connected to geothermal systems are being installed and expressed his support for that technology.

Executive Director's Report

Executive Director Marquette reported that the reciprocity agreement with Washington, D.C. has been sent to D.C. for review, but no feedback or proposed adjustments have been received at this time.

Chairman Jones inquired whether Washington, D.C. had expressed any concerns regarding the agreement.

Executive Director Marquette responded that no concerns had been raised to date. He added that the Department has been working concurrently with Washington, D.C. on a Plumbing reciprocity agreement, which has now been returned fully executed, granting full reciprocity for both Master and Journeyman licenses obtained by exam. He stated that he will share a copy of that agreement with the Board for reference.

Counsel's Report

Counsel did not offer a report.

Chairman's Report

There was no report offered by the Chairman.

Closed Session

Upon motion by Mr. Weglarz, and Mr. Parker's second, the Board unanimously voted to convene in a closed session at 11:01 a.m., pursuant to General Provisions Article, to § 3-305(b)(2), (7), and (8), Annotated Code of Maryland, to protect the reputation and privacy of, and consider a license application for, an applicant who disclosed a criminal conviction, and to seek the advice of Counsel.

Applicant .01

The applicant was previously reviewed by the Board, but a decision was deferred pending submission of additional documentation. The applicant has now provided all requested materials.

The applicant disclosed a 2024 felony conviction for robbery, classified as a violent crime, though the offense did not involve any aggravating factors such as use or possession of a weapon or assault. The applicant was sentenced to incarceration for five (5) years, with all but one (1) year suspended, and is currently serving three (3) years of supervised probation.

In a letter to the Board, the applicant stated that on May 21, 2024, they were convicted on two counts of robbery and sentenced to one year in jail and three years of supervised probation. The applicant expressed a desire to pursue education and vocational training as a means of rehabilitation, noting that

obtaining an apprentice license is the first step toward building a career and continuing lifelong learning.

The applicant also submitted a letter from the Division of Parole and Probation dated September 8, 2025, confirming compliance with all supervision requirements. The applicant has incurred no new charges since being placed under supervision on September 21, 2024. Probation conditions include completion of 50 hours of community service, participation in drug and alcohol treatment as directed, and no contact with the victim. Probation is scheduled to end on September 21, 2027.

Counsel noted that no information was provided regarding the applicant’s current employment or training.

Following discussion, Mr. Weglarz moved to approve the license application. The motion was seconded by Mr. Giangrandi and unanimously approved by the Board.

Mr. Weglarz then moved to return to the open business meeting, seconded by Mr. Needham. Upon unanimous vote, the Board reconvened its public session at 11:12 a.m.

A motion to adopt the findings of the October 8, 2025, closed session was made by Mr. Giangrandi, seconded by Mr. Parker, and unanimously approved by the Board.

Adjournment

With no further business, upon Mr. Weglarz’s motion and Mr. Parkers’ second, the Board voted to adjourn the October 8, 2025, meeting of the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors at 11:14 a.m.

Chuck Marquette
Executive Director

Date

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