

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

DATE: December 1, 2016  
TIME: 10:05 a.m.  
PLACE: 500 N. Calvert Street, Baltimore, Maryland 21202

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

MEMBERS ABSENT: Jeffrey Ross

DLLR OFFICIALS AND  
STAFF PRESENT: Deborah Irvin-Cromwell, Assistant Executive Director  
David R. Finneran, Executive Director  
Joel Jacobson, Assistant Attorney General  
Kimberly Rosenthal, Administrative Officer

**Call to Order**

Chair Joseph Tunney called the meeting to order at 10:05 a.m.

**Approval of the October 6, 2016 Minutes**

The Minutes of the October 6, 2016, Commission meeting were approved.

**Guaranty Fund Activity Report**

The MHIC Guaranty Fund Activity Report dated October 31, 2016 is as follows:

Balance as of July 1, 2016	\$ 1,581,595.80
Receipts	\$ 411,033.98
Interest	-0-

THE UNIVERSITY OF CHICAGO  
DIVISION OF THE PHYSICAL SCIENCES  
PHYSICS DEPARTMENT

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Disbursements	
Claims	(\$218,309.15)
Refunds	
Balance as of October 31, 2016	<u>\$1,774,320.63</u>
FMIS Balance	\$1,711,820.63
Difference	\$62,500.00

Mr. Finneran informed the Commissioners that the Guaranty Fund is healthy and trending upward and wants to ensure that it stays this way. The Maryland Home Improvement Commission has started a new process to check all Guaranty Fund awards to see if the responsible contractor was required to post a bond. This will also contribute to a healthy Guaranty Fund by reducing payouts. Currently, a contractor has the option to post a \$20,000 bond if the contractor cannot prove the \$20,000 financial solvency requirement. In recent weeks, MHIC has put four bonding companies on notice that MHIC may be placing a claim against a bond that was issued by them for a particular contractor. MHIC received notice that a bonding agency has made a \$16,900 payment to the Guaranty Fund relating to one claim. One of the advantages to the contractor would be that the contractor will not have to retake the examination once the bond pays on the claim. However, the contractor would have to prove financial solvency once the bond is exhausted. If a claim is sent to the Central Collection Unit there is a 17% collection fee and a 10% interest fee. Also, the contractor would have to retake the examination once Central Collection is reimbursed. The Commissioners were very happy to hear that there is a new process in place.

### Review of Exam Results

Below is the examination statistics summary for the month of October and November 2016.

#### October 2016

Home Improvement	Candidates			
	Tested	Passed	Failed	Pass %
Contractor	127	80	47	63%
Contractor Spanish	48	21	27	44%
Salesperson	105	74	31	70%
Salesperson Spanish	0	0	0	
<b>TOTAL</b>	<b>280</b>	<b>175</b>	<b>105</b>	<b>63%</b>

November 2016

Contractor	112	77	35	69%
Contractor Spanish	54	30	24	56%
Salesperson	107	71	36	66%
Salesperson Spanish	0	0	0	
<b>TOTAL</b>	<b>273</b>	<b>178</b>	<b>95</b>	<b>65%</b>

Mr. Finneran informed the Commission that on December 31, 2017 the testing facility PSI's contract with MHIC will expire. There is currently a proposal to bid on an exam vendor. In February, 2017 the bids are due in and a vendor will be selected shortly after that time.

Mr. Finneran also informed the Commission that The National Association of State Contractors Licensing Agencies (NASCLA) has published a sixth edition reference manual with up to date information that is available in English and Spanish. The public may currently purchase a copy.

**Comments from Chair**

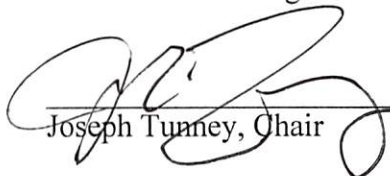
Commissioner Tunney wished everyone a Happy Holiday and also wished them health, love and prosperity in the coming New Year. The other Commissioners thanked Commissioner Tunney and wished him the same.

**Comments from the Executive Director**

Mr. Finneran wished the Commissioners a Happy Holiday and thanked them for coming to the meeting.

**Adjournment**

The meeting was adjourned at 10:30 a.m.

  
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Joseph Tunney, Chair

  
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David Finneran, Executive Director