

March 28, 2018

The Honorable Joan Carter Conway, Chairman  
Senate Education, Health, and Environmental Matters Committee  
Miller Senate Office Building, 2 West Wing  
11 Bladen Street  
Annapolis, MD 21401

The Honorable Dereck E. Davis, Chairman  
House Economic Matters Committee  
House Office Building, Room 231  
6 Bladen Street  
Annapolis, MD 21401

Dear Chairmen Conway and Davis:

I herewith transmit on behalf of the Department of Labor, Licensing and Regulation and the Maryland Home Improvement Commission, the report required pursuant to Maryland Annotated Code, Business Regulation Article §8-204(c). I respectfully submit this report of the Maryland Home Improvement Commission for fiscal year 2017. This mandate requires the commission to report attendance records of each commission meeting (disaggregated by constituency represented), Guaranty Fund claims closed at each meeting, and how many claims remain open at the conclusion of each meeting.

The commission does not close claims during commission meetings. Closure of claims occurs during the course of many stages of litigation. The commission has delegated the authority to open and close Guaranty Fund claims to the executive director.

The commission is providing data consisting of the monthly total open claims to supplement the content of the report and provide a mechanism for trend analysis. If other performance measures are needed, please feel free to contact John Papavasiliou, deputy commissioner of Occupational and Professional Licensing, at [john.papavasiliou@maryland.gov](mailto:john.papavasiliou@maryland.gov) or (410) 230-6225.

Sincerely,



Victoria L. Wilkins  
Commissioner

cc: Kelly M. Schulz, Secretary, Department of Labor, Licensing, and Regulation  
John Papavasiliou, Deputy Commissioner, Occupational and Professional Licensing  
Christopher Shank, Chief Legislative Officer  
Sara Fidler, Committee Analyst  
Laura Atas, Committee Analyst



DEPARTMENT OF LABOR, LICENSING AND REGULATION

Department of Labor, Licensing and Regulation  
 Division of Occupational and Professional Licensing  
 Maryland Home Improvement Commission  
 FY 2017 Meeting Attendance Record

Name	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Robert Altieri (Financial Member)	*	--	*	X	*	X	*	X	*	X	*	X	5
Sachchida Gupta (Consumer Member)	*	X	*	X	*	X	*	X	*	X	*	--	5
Lawrence Helminiak (Consumer Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
William Quackenbush, Jr. (Industry Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
Jeffrey Ross (Consumer Member)	*	--	*	X	*	--	*	--	*	X	*	--	2
Michael Shilling (Industry Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
Andrew Snyder (Industry Member)	*	--	*	X	*	X	*	X	*	X	*	X	5
Joseph Tunney (Industry Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
I. Jean White (Consumer Member)	*	X	*	X	*	X	*	X	*	--	*	X	5
<b>Open Claims</b>	<b>180</b>	<b>169</b>	<b>184</b>	<b>209</b>	<b>290</b>	<b>174</b>	<b>115</b>	<b>144</b>	<b>131</b>	<b>159</b>	<b>176</b>	<b>169</b>	

- X Indicates that the board member attended meeting
- \* Indicates that a meeting was not held during that month
- R Indicates that the board member resigned
- n/a Indicates that the board member was not yet appointed
- Indicates that the board member did not attend meeting

Please indicate the names (if any) of board members who failed to meet the 2/3 attendance requirement, whether a letter requesting a waiver has been submitted by the member and whether the board executive supports the granting of a waiver.

Name: Jeffrey Ross

Waiver Letter Y/N: N

Support Y/N: