



STATE OF MARYLAND

DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSING
OFFICE OF THE COMMISSIONER
500 North Calvert Street, 3rd Floor
Baltimore, MD 21201

DEPARTMENT OF LABOR, LICENSING AND REGULATION

December 13, 2018

The Honorable Joan Carter Conway, Chairman
Senate Education, Health, and Environmental Affairs Committee
Miller Senate Office Building, 2 West
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

Subject: 2018 Annual Report, Maryland Home Improvement Commission (MSAR #10088).

Dear Chairman Conway and Chairman 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 2018. 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 or (410) 230-6225.

Sincerely,

A handwritten signature in blue ink that reads "Victoria L. Wilkins".

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

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Department of Labor, Licensing and Regulation
 Division of Occupational and Professional Licensing
 Maryland Home Improvement Commission
 FY 2018 Meeting Attendance Record

<i>Name</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>June</i>	<i>Total</i>
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	5
William Quackenbush, Jr. (Industry Member)	*	--	*	X	*	--	*	X	*	X	*	X	4
Jeffrey Ross (Consumer Member)	*	X	*	--	*	X	*	X	*	X	*	--	4
Michael Shilling (Industry Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
Andrew Snyder (Industry Member)	*	--	*	X	*	X	*	X	*	X	*	--	4
Joseph Tunney (Industry Member)	*	X	*	X	*	X	*	X	*	X	*	--	5
I. Jean White (Consumer Member)	*	X	*	X	*	X	*	X	*	X	*	X	6
Open Claims	184	178	215	191	230	215	242	217	224	248	227	238	

- 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 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: NONE

Waiver Letter Y/N:

Support Y/N