

***MARINE CONTRACTORS LICENSING BOARD***

***c/o Maryland Department of the Environment***

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**MARINE CONTRACTORS LICENSING BOARD**

**Meeting Minutes –May 11, 2020**

**Location:** Virtual Meeting via Google Meet

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| **BOARD MEMBERS PRESENT**Andy Hanas, DNR Representative | **OTHERS PRESENT**Matthew Standeven, Board Counsel |
| Tammy Roberson, MDE Rep Designee |  Thomas Blair, Board Administrator |
| Josh Schleupner, Shore Contractor RepDouglas Suess, At Large RepresentativeChris McCabe, At Large Representative |  |
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**CALL TO ORDER**

The meeting was called to order by Mr. Rehbien) at 12:00 Noon using the virtual platform Google Meet. Five Board members were present, as well as the Board’s administrator and legal counsel.

 **AGENDA REVIEW**

The Board reviewed the agenda for the meeting which includes: review of licensing activities, current budget, Title 17 revisions legislation, update of on-line training contract, and review and discussion of pending license applications received.

**REVIEW OF PRIOR MEETING MINUTES**

Board Members reviewed and approved by vote the draft March 9, 2019 meeting minutes.

**Board Activities and Financial/Budget Report**

Mr. Blair gave an overview of licensing activities since the last meeting. Renewals of licenses expiring 12/31/19 are completed. However there are three licensees that have paid the required renewal fee, but have not submitted required supporting documents for the renewal application to be considered complete. The Board members discussed the issue and recommended that in lieu of certified letters being sent to the applicants, Mr. Blair should send a “read-receipt” email with the letter attached requesting added info and if the added information is not received, the fee will be returned and license not renewed. Mr. Blair continues to process periodic mid-year licenses for contractors that were licensed after the start of 2017. Test dates for new applicants are scheduled once a month up to April 2020. Mr. Blair is receiving 1-2 applications per month.

Mr. Blair gave an overview of the present income/expense situation. The Licensing Board is well funded at this point. Based on the assessment, Mr. Blair conducted the reduction from $600 to $550 per license will keep an adequate fund balance.

MES has completed the on-line training course to allow contractors to complete a part of the continuing education requirement. The training modules have been inserted on the MDE MCLB webpage. An email was sent to all contractors notifying them of the availability of the course. The course will credit users 6 hours of training.

**Revisions of Title 17 and draft Regulations**

Mr. Blair gave a summary of the status of the legislation proposed by the Board for the tiered license system and to allow oversight of Board activities by MDE. At present the legislation is known as Senate Bill 074. Due to the early closing of the legislative session due to the Corona virus it appears that the legislation was passed by the Senate and House and was sent to the Governor for his signature. Mr. Blair is awaiting confirmation that the bill was signed.

**Review of Current Pending License Applications**

The Board discussed four recent applications. Three applications, (Mayhan, Haney, and Reiss) were approved based the applicants past work history. One application, Goddard is still waiting on additional information concerning work history and notarization of application.

There was a brief discussion on how to handle applicants that may have worked for licensed marine contractors in Maryland, but worked not as an employee of the licensed contractor, but as a sub contractor who received a IRS 1099 not a W-2. Mr. Standeven suggested drafting a letter to the licensed contractor who uses unlicensed sub-contractors that all independent contractors performing marine work must be licensed unless they are directly employed by the licensed contractor. The board also discussed how to handle contractors that are observed doing marine work which are not licensed. The board members agreed that the complaint should be forwarded to the MDE, WSA Compliance Division for follow-up.

**ADJOURNMENT**

Mr. Rehbein asked for a vote for adjournment. The Board voted and approved adjournment at 12:50 PM. The next meeting is scheduled for 8, 2020.