



**MARINE CONTRACTORS LICENSING BOARD  
MEETING MINUTES**

**April 10, 2013**

**Location: 1804 West Street  
Annapolis, MD**

**Attendees:**

**Milton Rehbein\*, Rehbein Enterprises Corp. (Chair)**

**Rick Ayella\***

**Douglass Sues\***

**Christopher McCabe\***

**Josh Schleupner\***

**Randy Beckwith\***

**Jordan Loran\***

**Tom Blair, MDE**

**Emily Vainieri, Counsel to Board**

\*Board member

**CALL TO ORDER**

Board Chairman, Milton Rehbein, called the meeting to order at 9:18 A.M. at the Critical Area Commission for the Chesapeake and Atlantic Coastal Bays headquarters in Annapolis, Maryland. Seven Board Members, the Board Counsel, and an MDE Technical Advisor were present.

**REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

Board members reviewed the draft minutes from the March 5, 2013 meeting. Doug Sues motioned for approval. The motion was seconded by Chris McCabe. The motion was unanimously approved.

**Testing**

The Board members entered into a discussion on the proposed contractor testing and an associated Study Guide. The need to develop both of these items as quickly as possible was considered to be a Board priority. To this end, Chris McCabe made a motion to:

“Appoint Rebecca Krieg to develop a draft Maryland Marine Contractors Test study guide in coordination with Board Members.”

Josh Schlepner seconded the motion. The motion was unanimously approved by the Board.

The Board continued with a lengthy discussion on the Contractor's test. They discussed whether or not the Board should continue development of the test on their level, or to pursue test development and administration on a professional level. They also discussed whether the test should be on-line, paper, or both.

Doug Sues proposed a motion to:

- “Request MDE to prepare an RFP to hire a contractor to
  - a) develop and administer a paper test in a classroom setting based on draft questions developed by the Board
  - b) develop a study guide.”

The motion was seconded by Josh Schlepner and unanimously approved by the Board. The Board requested that they be given an opportunity to review the RFP, perhaps electronically, to save time, prior to finalization.

Due to time constraints and estimated costs, the Board elected to establish an “in classroom” testing program prior to developing an on-line test version.

### **Maryland Marine Contractors Annual Meeting**

Josh Schlepner briefed the Board on the Marine Contractor Association's annual meeting. The Association would like to know when the test will be developed. They also had discussion regarding the venue for the test, ie online or classroom. The Contractor's Association prefers an online format whereby test takers would be able to complete the exam on-line and preferably in a home or office setting.

### **Administrative Assistant Position**

The Board discussed the importance of having an administrative position including methods to convince DBM to approve the position. Jordan Loran made the suggestion that the Board Chairman submit a letter to MDE and DBM addressing the importance of the position to the work of the MCLB.

### **Legislative and Legal Issues**

Maryland Home Improvement Commission - Counsel briefed the Board on having a representative from MHIC attend next meeting. MHIC has agreed to attend but could not make the April Meeting. Counsel requested the Board to provide questions for the MHIC representative to answer. One Board member is interested in an historical perspective. Others will follow-up with questions.

Counsel briefed the Board on highlights of the recent legislative session including. the Structures on Piers law amendment that was approved with changes.

**Future Meetings**

June 10, 2013

July 15, 2013

August 12, 2013

September 16, 2013

Meeting Location:

Critical Area Commission for the Chesapeake and Atlantic Coastal Bays  
1804 West Street  
Annapolis, MD 21401

No meeting is scheduled for May

**Meeting Adjournment**

Meeting adjourned at 11:35 A.M.