

# PRODUCER LICENSING (P/C & L/H) ADVISORY BOARDS

## Meeting Minutes

Meeting Date: March 11, 2025

**Call to order:** A joint meeting of the **Producer Licensing Life & Health Advisory Board** and the **Producer Licensing Property & Casualty Advisory Board** was held virtually with the Maryland Insurance Administration on **March 11, 2025**. The meeting convened at **10:05 am** and was called to order by **Shelley Taylor-Barnes**.

Attendance was taken and MIA staff members were introduced. The covered topics and summaries are listed below.

Life/Health Advisory Board		
Last Name	First Name	Present (Yes/No)
Melcher	Lynette	Y
Carter	Deedra	N
Listori	Lucille	N
Wilson	Venus	Y
Parker	Janet	Y
Kearney	Stephanie	Y
Cabrera	Vanessa	Y
Morerira	Roy	N

Property/Casualty Advisory Board		
Last Name	First Name	Present (Yes/No)
Mattes	Peter	Y
Papa	Michael	Y
Klinger	Robert	Y
Guttman	Benjamin	Y
Zatkowski	Jennifer	Y
Conner	Sharon	Y
Lader	Jennifer	Y

### Maryland Insurance Administration Staff Attendees:

Maryland Insurance Administration Staff Attendees
Shelley Taylor-Barnes, Director of Producer Licensing
Lorelei Brillante, Supervisor of Customer Service / Education Analyst
Jason Little, Senior Enforcement Officer
Maryam David, Assistant Chief, Title Enforcement Fraud and Enforcement
Arica Cole, Licensing Specialist / Producer Advisory Board Liaison

### Meeting Topics and Summaries

Opening Remarks
Shelley Taylor- Barnes, Director of Producer Licensing made a motion to approve the December 10, 2024 meeting minutes. The motion was seconded and the motion passed.
2025 Legislative Session Update
Taylor-Barnes provided an update on the 2025 legislative session. The most recent development is the appointment of the new Maryland Insurance Commissioner, Marie Grant. Commissioner Grant has been confirmed by the Senate and will be sworn in by the Governor at a later date.
2023 Prometric Demographic Report
Taylor-Barnes discussed the Prometric demographic report, and then opened the floor for the advisory board to provide input on the types of demographic data they would like to see included in future reports. The advisory board reviewed the pass/fail ratio based on the demographic data and suggested options to improve pass results.
Expiring Continuing Education Instructors (Discussion)

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Lorelei Brillante discussed the Continuing Education (CE) instructors. Brillante stated many instructors had been initially approved many years ago and remain active because there is no statutory or regulatory renewal process for CE instructors. The Administration will discuss implementing a process to clean the CE instructor database to remove instructors who are no longer teaching courses and create a renewal term and process.

The advisory board provided feedback, suggesting the administration create renewal procedures similar to those used for producer licenses. None of the advisory board members opposed setting expiration dates for CE instructors.

#### **Producer Advisory Board Term Status**

Taylor-Barnes discussed the Producer Advisory Board term status. Many advisory board members terms are set to expire September 1, 2025. The administration will begin accepting new application for Advisory board membership. A bulletin regarding reappointment will be issued in the near future.

#### **Upcoming Producer Advisory Board Meeting Dates for 2025**

June 10, September 9, December 9, 2025

At 10:58 a.m., a motion was made to adjourn the meeting, seconded and the motion passed. The meeting was adjourned.