

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

## Meeting Minutes

Meeting Date: March 14, 2023

**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 14, 2023**. The meeting convened at **10:02 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)
Salamon	Stephen	Yes
Melcher	Lynette	No
Carter	Deedra	Yes
Listori	Lucille	No
Tegeler	Harvey	Yes
Wilson	Venus	Yes
Moreira	Roy	Yes
Parker	Janet	Yes
Kearney	Stephanie	No
Cabrera	Vanessa	Yes

Property/Casualty Advisory Board		
Last Name	First Name	Present (Yes/No)
Papa	Michael	Yes
Mattes	Peter	Yes
Micciche	John	Yes
Cropper	Reese	No
Barker	Blakeley	Yes
Klinger	Robert	No
Guttman	Benjamin	Yes
Ertel	Michael	Yes
Zatkowski	Jennifer	Yes
Conner	Sharon	No

### Maryland Insurance Administration Staff Attendees:

Maryland Insurance Administration Staff Attendees
Mary Kwei, Associate Commissioner of Market Regulation & Professional Licensing
Joy Hatchette, Associate Commissioner Consumer Education & Advocacy Unit
Shelley Taylor-Barnes, Director of Producer Licensing
Lorelei Brillante, Supervisor of Customer Service / Education Analyst
Jeff Gross, Chief Enforcement Officer
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 January 10, 2023 meeting minutes. The motion was seconded and the motion passed.
Spanish Exam Translation Status – Additional Items to Translate
Taylor-Barnes provided a status of the Spanish testing and informed the Producer Advisory Board that the exam vendor, Prometric, is still working on translating testing material. Prometric informed the Administration that translations should be completed by the end of the month.
In addition to translating Spanish exam questions the Prometric is also translating the score report, exam outlines and candidate licensing bulletin information. These additional translated items are believed to assist candidates with a positive exam experience.

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**Consumer Education and Advocacy Unit (CEAU) Presentation**

Taylor-Barnes introduced Associate Commissioner, Joy Hatchette, of the Consumer Education and Advocacy Unit (CEAU). Associate Commissioner Hatchette introduced herself and provided a brief description of the functions of her unit. The unit is working to establish a new program that will allow insurance producers to work with the administration.

The unit is interested in producers who are willing to assist with round table discussions. These discussions are designed to give the consumers the opportunity to share various obstacles, and the producers to provide a resolution and additional information. Interested Producer Advisory Board members were advised to send Associate Commissioner Hatchette an email of interest.

Associate Commissioner Hatchette concluded her presentation and opened the floor for questions.

**Producer Advisory Board Membership Term Status**

Taylor-Barnes shared that there are 5 advisory board members that have expiring term dates of May 31, 2023. Expiring members will be notified via email and will have the opportunity to submit an application for reappointment.

**Upcoming Producer Advisory Board Meetings**

June 13, September 12, December 12, 2023

At 11:07 a.m. a motion was made to adjourn the meeting, seconded and the motion passed. The meeting was adjourned.