

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

Meeting Minutes

Meeting Date: June 9, 2026

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 **June 9, 2026**. The meeting convened at **10:02 a.m.** 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)
Anderson	Marsha	N
Cabrera	Vanessa	Y
Carter	Deedra	N
Daniels	Timothy	N
Klinger	Robert	Y
Melcher	Lynette	N
Moreira	Roy	Y
Wilson	Venus	Y

Property/Casualty Advisory Board		
Last Name	First Name	Present (Yes/No)
Canceran	Annette	N
Conner	Sharon	N
Jones Jr.	Kenneth	N
Lader	Jennifer	Y
Lardeo	Danielle	Y
McPhillips	Randall	Y
Mattes	Peter	Y
Meier	Kristina	N
Moynihan	Abby	Y
Papa	Michael	Y
Parker	Sarah	Y
Ramond	Theresa	Y

Maryland Insurance Administration Staff Attendees:

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Mary Kwei, Associate Commissioner Market Regulation and Professional Licensing
Shelley Taylor-Barnes, Director of Professional Licensing
Lorelei Brillante, Assistant Director of Professional Licensing
Ray Bennett, Senior Enforcement Officer
Maryam David, Assistant Chief, Title Enforcement Fraud and Enforcement Division
Arica Cole, Customer Service Supervisor

Meeting Topics and Summaries

Opening Remarks
Shelley Taylor- Barnes, Director of Professional Licensing, made a motion to approve the March 10, 2026, meeting minutes. The motion was seconded and the motion passed.
Prometric Discussion- Exam Questions/ Evaluation (presented by Prometric)
Shelley Taylor-Barnes introduced Prometric staff - Michelle Odom, Prometric Director of Client Services, and Colvin Franklin, Prometric Assessment Development Manager. Franklin presented the Exam Development Process and walked the Advisory Board through the steps Prometric follows in developing and administering examinations. Franklin discussed key factors used to evaluate exam validity including reliability and fairness. Franklin provided an overview of the

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Exam Review Workshop (ERW) process and discussed its results. Franklin responded to questions regarding the use of Artificial Intelligence (AI) to create exam questions and the translation of the Spanish exam. Franklin explained that Prometric uses Psychometricians to perform statistical analysis of exam questions. Franklin also explained that Prometric utilizes a third-party vendor to assist with translating the Spanish examination, and when possible, the vendor employs translators with industry experience. He reviewed some examples of the exam questions and how they are presented and evaluated during the ERW.

Franklin opened the floor for the Advisory Board to ask questions regarding the presentation. The board members asked questions regarding the content and structure of certain exam questions, including whether the questions were fit for entry-level insurance agents. Colvin stated all questions are formed by subject matter experts. He also stated that AI is not currently being used to write exam questions. Shelley thanked Prometric for their contributions to the meeting and concluded the discussion.

Exam Review Workshop October 20th -21st Participation Request

Shelley reminded the Advisory Board of the upcoming ERW scheduled for October 20th- 21st, 2026, and opened the floor for the Advisory Board members to volunteer. Several board members expressed interest in attending the upcoming ERW.

Upcoming Producer Advisory Board Meeting Dates for 2026 & 2027

September 8, December 8, 2026, and March 9, June 8, 2027

At 11:55am a motion was made to adjourn the meeting, seconded and the motion passed. The meeting was adjourned.