

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

Meeting Minutes

Meeting Date: June 10, 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 **June 10, 2025**. The meeting convened at **10:04 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	Y
Listori	Lucille	N
Wilson	Venus	Y
Parker	Janet	Y
Kearney	Stephanie	Y
Cabrera	Vanessa	Y
Morerira	Roy	Y

Property/Casualty Advisory Board		
Last Name	First Name	Present (Yes/No)
Mattes	Peter	Y
Papa	Michael	Y
Klinger	Robert	Y
Guttman	Benjamin	N
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, Assistant Director of Professional Licensing
Arica Cole, Customer Service Supervisor
Jason Little, Chief Enforcement Officer
Maryam David, Chief, Title Enforcement Officer

Meeting Topics and Summaries

Opening Remarks
Shelley Taylor-Barnes, Director of Producer Licensing made a motion to approve the March 11, 2025 meeting minutes. The motion was seconded and the motion passed.
Insurance Commissioner Appointment
Taylor-Barnes provided an update on status of the new Insurance Commissioner. The new Maryland Insurance Commissioner, Marie Grant, has been officially appointed by Governor, Wes Moore.
Salesforce Launch- Online Service Request Portal
Taylor-Barnes provided an overview of the new Salesforce online portal, which will be utilized by the Producer Licensing Unit to complete service request. She noted many departments in the Administration will use the application to collect data and process service request. Taylor-Barnes also presented the Salesforce page on the Administrations website for Advisory Board members to review. Following the presentation, the floor was opened for questions. There was none.
Producer Advisory Board Term Status

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Taylor-Barnes provided an update on the status of the Producer Advisory Board member terms. She noted that all members with the terms expiring on September 1, 2025, have been notified via email regarding upcoming expiration dates. The Administration will begin accepting new applications for the Advisory Board membership, and a bulletin will be issued in the near future.

Exam Review Workshop

Shelley Taylor-Barnes discussed the upcoming Exam Review Workshop (ERW) and informed the Advisory Board that an official EWR date will be released in the near future.

Upcoming Producer Advisory Board Meeting Dates for 2025

September 9th and December 9, 2025

At 10:40 a.m., a motion was made to adjourn the meeting, seconded and the motion passed. The meeting was adjourned.