

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

Meeting Minutes

Meeting Date: September 9, 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 **September 9, 2025**. The meeting convened at **10:01 a.m.** and was called to order by **Mary Kwei**.

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	Yes
Cabrera	Vanessa	Yes
Carter	Deedra	Yes
Daniels	Timothy	No
Klinger	Robert	Yes
Melcher	Lynette	No
Moreira	Roy	Yes
Wilson	Venus	No

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

Maryland Insurance Administration Staff Attendees:

Maryland Insurance Administration Staff Attendees
Mary Kwei, Associate Commissioner, Market Regulation & Professional Licensing
Lorelei Brillante, Assistant Director of Professional Licensing
Jeff Gross, Chief of Licensing Compliance and Management Initiatives
Arica Cole, Customer Service Supervisor

Meeting Topics and Summaries

Opening Remarks
Mary Kwei, Associate Commissioner, Market Regulation & Professional Licensing made a motion to approve the June 10, 2025 meeting minutes. The motion was seconded and the motion passed.
Producer Advisory Board New Members
Mary Kwei opened the floor for the newly appointed board members to introduce themselves. Each member provided a brief overview of their experience in the insurance industry.
Valid Exam Score Duration Discussion
Mary Kwei discussed the exam validation timeframe. The administration expressed a desire to align with practices in other states and requested the Advisory Boards input on how long an exam should remain valid after passing. The Advisory Board provided feedback and recommended implementing this requirement, stating applicants should be required to retake the exam after one year.
Enforcement Statistic Report- Jeff Gross

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Mary Kwei introduced Jeff Gross, Chief of Licensing Compliance and Management Initiatives. Jeff Gross discussed the enforcement statistics currently being compiled by the Licensing Unit. Jeff Gross presented the data from the beginning of this fiscal year, starting in July. He outlined the functions of both the Fraud and the Enforcement Units and clarified the distinctions between them.

Kwei reiterated that the Administration is always available to received complaints related to Property and Casualty, Life and Health, and Medical Necessity denials. Kwei also expressed the importance of submitting necessary complaints in order for the administration to stay abreast in the industry.

Gross presented the Administration's website and demonstrated where individuals may submit a complaint. Kwei then opened the floor for more questions and thanked Gross for his presentation.

Exam Review Workshop

Lorelei Brillante, Assistant Director of Professional Licensing provided an overview of the Exam Review Workshop (ERW) and informed the Advisory Board that their participation is essential for evaluating and updating exam questions that may be outdated. The ERW is scheduled for November 12th and 13th.

Brillante opened the floor for questions and invited previous members to share their insights based on prior meetings.

Upcoming Producer Advisory Board Meeting Dates for 2025

December 9, 2025

At 10:33 a.m. a motion was made to adjourn the meeting, seconded and the motion passed. The meeting was adjourned.