



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Licensing and Consumer Protection Board of Industrial Trades
Meeting Minutes
December 16, 2025

The District of Columbia Board of Industrial Trades held its December monthly meeting via Zoom video conference on December 16, 2025.

Brian Cooper, Board Chair, called the meeting to order at 1:06 p.m. EST.

Attendance:

Board Members Present: Brian Cooper, Chair (Elevator Contractor), Tanya Lewis (Master Electrician), Shawn Ellis (Class One, Steam Engineer), Michael Johnson (Master Plumber Gasfitter), Alvin Venson (Master Refrigeration and Air Conditioning), LaVonne Woods (Master Electrician), Travon Previtere (Asbestos Supervisor), Gregory Kinard (Master Plumber Gasfitter), and Clifton Tamorria (Elevator Inspector).

Staff Members: Demetrius Norman (Chief Customer Experience Officer), Donna Harrod (Program Manager), Kenya Johnson (Program Support Specialist), A'layza Mitchell (Program Support Specialist), Irina Moore (Program Analyst, Examinations), Shakira Richardson (Program Manager, CPU), Deborah Britt (Investigator, CPU), Abyie Ghenene (Investigator, CPU), April Randall (Legislative Director), Kiyana Rayfield (Paralegal Specialist), Nicole Bramstedt (Legislative Affairs Specialist), and Chanda Kearney (Program Support Specialist)

Legal Counsel: Agustin Villadares (Legal Counsel) and Justin Orrison (Legal Counsel)

Agenda Item: Acceptance of Minutes:

- Upon a motion duly made by Board member, Michael Johnson, and properly seconded by Board member, Tanya Lewis, the Board unanimously approved the September 23, 2025, minutes, with edits.

Agenda Item: Comments from the Public:

- Mr. Aday Galindo (Renovation Expert Inc.)
- Carl Anne Hartman (Low Voltage Training Center)
- Dave Goode (Director of Energy Activities Gallaudet University)
- Kevin Paz
- Marc Vaughn
- Tyrance Interface Finance



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Agenda Item: Old Business:

- The board unanimously voted to approve the Steam Engineer Rulemaking with edits.
- The board unanimously voted to approve the Maryland and District of Columbia Plumbing Reciprocity Agreement
- The board unanimously voted to approve eight applicants to go forward in the application process.
- The board unanimously voted to issue a Notice of Infraction (NOI) for \$1,000 and a 1-year Probation to the one applicant for cheating on the PSI Exam:
- The board unanimously voted to issue a Notice of Infraction (NOI) in addition to the Consumer Protection Unit's (CPU) fine for unlicensed activity to one licensee.
- The board unanimously voted to approve that two licensees retain their current Steam Engineer Class 2 licenses, while Occupational Professional Licensing no longer offers/issues licenses for Class 2.
- The board unanimously voted to approve accepting certificates of completion from IUOE Local 99 for the issuance of a license to individuals applying for a journeyman refrigeration and air conditioning license via waiver.
- Maryland has sent the District of Columbia a draft Refrigeration and Air Conditioning reciprocity agreement. This is awaiting review/validation from Board Subject Matter Experts. This is ongoing.
- Effective 1 October 2025, Occupational Professional Licensing (OPL) will not have assistance from contractor LS Caldwell managing customer service calls; therefore, staff will begin to rotate the duties of answering occupational licensing customer service calls. This will affect OPL's overall responsibilities due to a lack of manpower.
- Ms. Kearney will continue to coordinate with Maryland and Virginia to obtain and discuss reciprocity for Plumbers and Refrigeration, and Air Conditioning. This is ongoing.

Agenda Item: New Business:

- Reminder that Occupational Professional Licensing (OPL) and the Mayor's Office of Talent and Appointments (MOTA) are still working to fill Board of Industrial Trades (BOIT) vacancies: 1 master plumber/gasfitter, 1 asbestos, and 1 consumer member. This is ongoing.
- Due to the creation of new boards and alignment changes of current boards, Ms. Donna Harrod will be replacing Ms. Nicole McClendon as the Manager for the Board of Industrial Trades.
- There is a recent change in the Open Meetings Act that no longer requires us to roll call votes.

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Agenda Item: Recommendations:

- The board unanimously voted to approve the revised Maryland Plumbers reciprocity agreement
- The board unanimously voted to approve the proposed 2026 Meeting Dates to include February 17, 2025, out-of-cycle scheduled Board of Industrial Trades Meeting.
- The board unanimously voted to wait until the conclusion of the investigation of the seven applicants providing a fraudulent Electrical Apprenticeship Certificate of Completion to vote on disciplinary action(s).
- The board unanimously voted to approve the following to move forward in the licensing process:
 - M. Riley
- The board unanimously voted to issue a 1-year Probation and a Notice of Infraction (NOI) for \$2,500 to the following for cheating on the PSI Exam:
 - L. Carranz
- The board unanimously voted to issue a 1-year Probation and a Notice of Infraction (NOI) for \$2,500 to the following for cheating on the PSI Exam:
 - D. Djike
- The board unanimously voted to issue a Notice of Infraction (NOI) for unlicensed activity documented on DLCP/CPU Complaint # 2025-000009071 to the following:
 - T. O'Connor
 - J. Carroll
- The board unanimously voted to issue a Notice of Infraction (NOI) for unlicensed activity documented on DLCP/CPU Complaint # 2025-000009335 to the following Howard University personnel:
 - All Unlicensed Individuals
 - Property Owner (for employing unlicensed staff)
- The board unanimously voted to issue a Notice of Infraction (NOI) for unlicensed activity documented on DLCP/CPU Complaint # 2025-000009504 to the following Saint John's College High School personnel:
 - All Unlicensed Individuals
 - Property Owner (for employing unlicensed staff)
- The board unanimously voted to issue a Reprimand and \$2,0000 fine for incomplete work in accordance with contract documented on DLCP/CPU Complaint # 2025-000009556 to the following:
 - J Plumbing, LLC
- The board unanimously voted to close case for lack of jurisdiction documented on DLCP/CPU Complaint # 2025-000009051 to the following:
 - Bureau of Engraving and Printing (BEP)

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Agenda Item: Recommendations (cont'd):

- The board unanimously voted to counteroffer an \$8,000 fine and 1-year probation for unlicensed activity documented on DLCP/CPU Complaint # 2025-000008329 to the following:
 - A. Galindo
 - R. Expert Inc

Agenda Item: Adjournment:

- Upon a motion duly made by Board member Tanya Lewis and seconded by Gregory Kinard, the Board unanimously voted to adjourn at 2:51 p.m.

The next monthly Board meeting is scheduled for February 17, 2025, at 1 p.m.

Respectfully submitted,

Brian Cooper, DC Board of Industrial Trades Chair
Date:

- Recorder: Chanda Kearney, Board Administrator