

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
THURSDAY, MARCH 29, 2007
GREENSBORO, NORTH CAROLINA**

Board Members present: Neal Ensley, Chair, Laura Busse, Ron Cox, Dennis Green, Hosie King, Kevin Seymour, Greg Wright, Anna Misenheimer.

Guests: Steve Bright and Jake Jakubuski.

Neal called the Board meeting to order and welcomed everyone to the meeting. Dennis Green read the Ethics Awareness and Conflict of Interest Statement. No Board member indicated any conflicts.

Neal then informed the Board that the NC Ethics Commission is now requiring that all Board members of state occupational licensing boards complete a Commission-instructed ethics course before July 1, 2007. Anna told the Board that she has contacted the Commission about this new requirement and requested a calendar of the courses that are scheduled. Anna said that she will email this schedule to the Board once this information is received. Neal also told the Board members to submit their Economic Interest Statement to the Ethics Commission as soon as possible, if they have not already done so.

The next order of business was approval of the February 19th Board meeting minutes as drafted by Anna. Greg made a motion to approve the minutes and Ron seconded the motion. The motion carried.

Kevin then gave the Treasurer's report. Kevin reviewed the February financial statement and reported that everything appears to be in order. Kevin made a motion that the Board approve the February financial statement. Dennis seconded the motion and the motion passed unanimously.

Jake then told the Board that there was an error in the February 17th meeting minutes concerning Jake's offer to assist the Board with its marketing effort. Greg made a motion to make the necessary changes in the February minutes and Ron seconded the motion. The motion passed.

Document Creation was the next topic of discussion. Kevin reported that he did issue a press release on behalf of the Board and the locksmith licensing requirement. Anna asked Kevin if he received any feedback from the release. Kevin stated that he did not. Steve Bright told the Board that he used the release during a conversation with a consumer. The Board asked Anna to post this release to the website and to re-send this release to them via email.

Laura Busse told the Board that she spoke with Bly Hall, the Board's attorney, in regards to Tom Lynch's presentation on web-based continuing education courses. Bly told Laura that the statute simply states that 50 minutes of instruction will constitute one hour of credit. Bly does not foresee a problem with approving web-based courses for continuing education credit. Bly did tell Laura that the Board needs to include language concerning the Americans Disability Act in the administrative code to address the needs of disabled examiners. Anna told the Board that the North Carolina Substance Abuse Professional

Practice Board has a disabilities disclosure form that she is happy to share for consideration of inclusion in the locksmith application.

Ron Cox asked the Board if all on-line trainings will be accepted by the Board for renewal purposes. Laura stated that the Board needs to establish a policy on this issue. Kevin said that he feels that all Board-approved training sponsors should be audited periodically.

After little discussion concerning the Public Relations Committee, the Board asked Anna to try and contact the yellow pages again about having the Board listed in the phone book's blue pages.

Kevin reported that the Department of Correction only services agencies whose funds are tax-based, so the Board will have to contract with another printing agency for its printing and copying needs.

Jake told the Board that Richard Sonar has put together a draft brochure of the licensing requirement and the "I Am A Locksmith" article. Jake shared this draft with the Board. Jake has already paid Richard for this brochure draft. Kevin recommended that the Board members review this pamphlet outside of the meeting and email him with any suggested changes. Kevin will compile these suggestions for discussion at the next Board meeting. Anna told the Board that she will get a quote for the printing of the brochures.

Ron then reported on behalf of the Examination Committee. Ron stated that Steve Bright, Hosie King and one other locksmith are working together in drafting examination questions for the new locksmith exam. Ron will have these questions for the Board's review at the next meeting.

Anna told the Board that she received a notice about training on the state's rulemaking process. No Board members indicated an interest in attending this training.

The Board then took a short break.

After the Continuing Education Committee met during the break, Dennis Green made a motion that Forrest Lock and Key be approved as a Board-approved continuing education sponsor. Laura seconded the motion and the motion passed.

As part of unfinished business, Neal told the Board that Hosie King was appointed to serve Ralph Fuller's expired term. Neal appointed Hosie to serve on the Board's Continuing Education Committee. During this discussion, Dennis Green suggested that any Board member that serves on the Ethics Committee should not serve on the Standards Committee and vice versa.

Under new business, Anna told the Board members that the administrative office has a new staff member, Barden Culbreth. Anna hopes to bring Barden with her to the next Board meeting.

Laura then reported on behalf of the Standards Committee. Michael Taylor, an applicant for the locksmith license, has requested a formal hearing. Laura made a motion that this hearing be referred to the Office of Administrative Hearings. Dennis seconded this

motion and the motion passed. Laura told the Board that Anna will contact Bly Hall to initiate this process.

Greg made a motion to approve the locksmiths listed for initial licensure and license renewal. Kevin seconded the motion. The motion carried.

Dennis Green, Chair of the Ethics Committee, stated that he did not have any news to report.

Kevin then made a motion that the next Board meeting be held on May 10th. Greg seconded this motion and the motion passed.

With no further business, Greg made a motion to adjourn. Neal seconded the motion and the meeting was adjourned.

Respectfully Submitted,

Anna S. Misenheimer

LOCKSMITHS PRE-APPROVED FOR LICENSURE

Angelo S. Chesson

LOCKSMITHS APPROVED FOR RENEWAL

12/10/1006

**Donald C. Boswell
William B. Busse
Benjamin P. Christman
Michael E. Clewis
Gordon R. Crandell
Joel T. Deschamps
Fred D. Frazier, Jr.
Ellis G. Gibbs
Jimmie A. Jeffries
Jonathan A. Jeffries
Matthew G. Joyner
Gregory N. McDaniel
Bobby B. Page
Otis C. Payne
Hildred C. Potter
Mack M. Trawick
John H. Truesdale, II.**

5/24/2007

**Lawrence D. Campbell
Joel D. Henderson
Patricia M. Malarkey
Michael L. Nelson**

