

**NORTH CAROLINA LOCKSMITH LICENSING BOARD  
MARCH 3, 2003 MEETING MINUTES  
GREENSBORO, NORTH CAROLINA**

**Attendance: Laura Busse, chair, Tom Campion, Neal Ensley, Joe McCann, Ralph Fuller, Chris Boykin, Greg Wright, Anna Bridgers.**

**Guest in Attendance: Steve Bright.**

**The meeting was called to order by Laura Busse. Neal read the Ethics Awareness and Conflict of Interest Statement and no one indicated any conflicts.**

**The first order of business was approval of minutes. After reviewing the January 24, 2003 minutes, Neal made a motion to approve the minutes and Tom seconded the motion. The motion passed unanimously.**

**Steve Bright noted a change that needed to be made in the February 10, 2003 minutes. Tom made a motion to accept these minutes as amended. Joe seconded the motion, and the motion passed unanimously.**

**Neal then gave the Treasurer's Report. Neal reviewed the income statement from December 31, 2002. Joe made a motion to approve the December 2002 balance report, and Tom seconded the motion. The motion passed unanimously. Tom asked if the Board will be audited. Neal said that the Board will be audited at the end of June or beginning of July each year. Neal then reviewed the January 2003 balance sheet.**

**Laura received a stipend for an article concerning licensure she submitted to the Safe and Vault Technicians Association. Laura will give this check to the Board to be deposited in the Board's account.**

**The final topic of discussion concerning the Board's finances was in regards to liability insurance. Neal stated that the Locksmith Board is still considered a state agency. Bly Hall informed Neal that the Attorney General's office would represent the Board in legal matters. However, Karen Kerr from the Department of Insurance is trying to find someone who would be willing to represent the Board.**

**The next report came from the Notifications Committee. Laura told the Board that she had gotten two phone calls in the last week from non-licensed locksmiths who were denied permission to advertise in the yellow pages under the locksmith heading. Laura asked Bly Hall from the Attorney General's office if the Board could request all companies listed under the locksmith heading in the phone book be licensed. Bly said that the Board can limit advertisement under the locksmith heading to only licensed locksmiths, but the Board cannot regulate what companies or individuals advertise under more general headings, such as "Locksmiths and Locks", etc. Laura said that the Notifications Committee needs an official policy statement for approval at the next Board meeting. The Board could then pass this policy onto various directories.**

**Laura presented a draft of a press release to the Board. Chris made a motion to issue this press release to various newspapers to notify the public about the locksmith license. Joe seconded the motion, and the motion passed unanimously.**

**Additionally, Laura compiled a list of Frequently Asked Questions concerning the licensure process and who is and is not required to get licensed. Greg made a motion to accept these FAQ's for posting on the Board's website. Neal seconded the motion, and the motion carried. Laura said that these should be submitted along with the press release.**

**The next order of business concerned the Declaratory Rules that are to be submitted as part of the Board's Temporary Rules. Chris made a motion to accept these administrative law procedures, and Joe seconded the motion. The motion passed unanimously.**

**Laura then addressed the Board regarding legislation the Board wishes to take to the General Assembly this legislative session. The Board as well as the North Carolina Locksmith Association and the Associated Locksmiths of America have agreed to amend the statute to include apprenticeships. Laura said that one would have to be at least 18 years old, have paid the \$100.00 apprentice fee, have passed the criminal background check, and receive supervision from a licensed locksmith in order to get the apprentice designation. One can have the apprentice designation for up to three years. If one waits until the end of the three year period to take the licensure exam and does not pass, and the next exam is not scheduled during their three year period, they are not granted licensure and they will not be granted another apprenticeship. Additionally, each licensed locksmith can have a total of two apprentices. If an apprentice terminates employment with the locksmith under which they originally received their apprenticeship, the apprentice will need to find employment with another licensed locksmith. The transfer fee would be \$25.00. Licensed locksmiths will have a 90 day grace period during which time they can have more than two apprentices in order to accommodate newly hired apprentices as a result of previous termination of employment or death of a licensed locksmith that supervised apprentices. It will be the responsibility of the licensed locksmith to contact the Board once they terminate supervision of an apprentice. Licensed locksmiths will be legally responsible for the apprentice's work until the Board is notified differently. The apprentice badge cards will be colored and include the Apprentice designation.**

**In addition to these changes concerning the apprenticeship program, the Board wishes to make a couple of other changes to the statute. One change would be in the wording of the definition of locksmith services involving the word "safe". Steve proposed changing the wording so as to no longer include safe installation as a service that only locksmiths can perform. Furthermore, the Board would like to get the SBI's cooperation in conducting the background checks of those applying for licensure.**

**Greg made a motion to accept these recommendations for submission to the North Carolina General Assembly. Joe seconded the motion, and the motion passed unanimously.**

**The final order of business was approval of the list of pre-approved locksmiths. Tom made a motion to grant licensure to this list of locksmiths, and Greg seconded the motion. The motion passed unanimously.**

**Laura reminded the Board that the next meeting will be in Raleigh at the North Carolina Psychological Association on March 17<sup>th</sup>.**

**Tom made a motion to adjourn the meeting. Chris seconded the motion, and with no further business, the meeting was adjourned.**

**Respectfully Submitted,**

**Anna S. Bridgers**

**LOCKSMITHS APPROVED FOR LICENSURE**

**John F. Alwine  
Charles R. Armeen  
Patrick R. Armeen  
Ronald A. Armeen  
Kenneth P. Ashley  
Norman J. Ashley  
Thomas R. Baker  
Cecil J. Beacham  
Douglas M. Bibee  
Tommie L. Blanchard  
Richard B. Blevins  
John E. Brooks  
Eddie Lee R. Burris  
James D. Connor  
George A. Cooke  
Victor J. Desmarais  
Howard S. Dowell  
Jack D. Dumont  
Lou Ann Flowers  
Shawn M. Fotch  
George C. Greene III  
James E. Harris  
Garland M. Hartsell  
Kirk D. Johnson  
John L. Kelley  
Richard D. King  
Gregory R. Koonce  
Marshall D. L'esperance**

**Gary L. McGee**  
**William A. Moss**  
**Timothy R. Noszek, Sr.**  
**Marianne P. Odom**  
**Douglas J. Ogden**  
**Thomas M. Pfaff**  
**Adam L. Piana**  
**Neil S. Pobuda**  
**Charles A. Pope**  
**Robert S. Schwingel**  
**Alex Sequina**  
**John L. Shrader Sr.**  
**Jerry L. Snyder**  
**Richard J. Synger**  
**Chester H. Tate II**  
**Walter J. Thomas**  
**Donnie L. Tilley**  
**Faith D. Traverson**  
**Matthew G. Traverson**  
**Jarrold K. Tribble**  
**Lavonda C. Wagoner**  
**Anthony D. Whigham**  
**Ray P. Whitehead**  
**Paul M. Williams**