

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
FEBRUARY 23, 2004
GREENSBORO, NORTH CAROLINA**

Attendance: Tom Campion, Chair, Laura Busse, Neal Ensley, Ralph Fuller, Greg Wright, Joe McCann, Paola Ribadeneira

Absent: Dennis Green, Chris Boykin

Guest in Attendance: Steve Bright

The Board meeting was called to order by Tom Campion. Neal then read the Ethics Awareness and Conflict of Interest Statement. No one indicated any conflicts.

The first order of business was to approve the January 12, 2004 minutes. Neal made a motion to approve the minutes as prepared. Greg seconded the motion and the motion passed unanimously.

Laura Busse, Treasurer reported on financial statements as prepared by RCA. Tom and Laura spoke about how well the Board did at the trade show. Ralph reported that there was significant revenue from the sale of new badges and new study guides at the Trade Show. Laura talked about how to get the word out that there are new licenses available, one idea is to put a sample card on the website or a mailing to all licensed persons. Neal argued that it may be a better idea to do a mailing since a lot of people don't look on the web. Tom suggested that we send out a large mailing including news on the new license with information on CEU requirements, Laura let the Board know that this would take time since CEU requirements are not ready. The issue was tabled until CEU requirements are finalized. Ralph suggested though to go ahead and place a picture of a new badge of the website and he will be in contact with Anna about this.

Steve Bright offered the NCLA facilities, free of charge, to use for issue of new badges.

Greg made a motion to accept the Treasurer's report, Joe seconded the motion and it passed unanimously.

Laura talked about press coverage concerning the license act. She spoke with WRAL however there was a significant charge for airtime. She suggested someone with more time to do some research for opportunities for any press coverage. Tom spoke of public relations and how it is the responsibility of every board member to get the word out, and to look for opportunities for announcements/press coverage.

Examination Committee

There are two issues, the first being the need to schedule exam sessions and perhaps having free standing dates. It seems that most applicants prefer Saturday. The dates will be organized outside the meeting.

The second issue is that a person taking the exam that has a CRL only needs to take the regulations portion of the exam. In this case, a “mini exam” should be administered that only includes the regulations portion of the test. There are only 10 questions pertaining to regulations. The question is whether or not the test needs to have more regulations questions. Ralph suggested we leave it as is, and Laura said that we could wait until the temporary rules expired. As is stands, people in this situation would only take the regulations portion of the test, as it’s written now (10 questions).

Neal thanked Laura and Ralph for all their long hours in compiling the study guide.

Rules Committee

Laura submitted the new rules to Rules Review and Rules Review sent them back for technical corrections. Some of the changes require board approval. Laura then proceeded to go through the suggestions made by the Rules Review, mainly all repetitive aspects already stated by statute. Laura made a motion that the rules be changed in accordance to the suggestions made by Rules Review. Ralph seconded the motion and it passed unanimously.

Laura announced that Ralph Pendolino of Arlington Lock and Key feels that “people with a certain amount of experience or those who live in rural areas” should be exempt from CEU requirements. Laura asked that this request be stated in the minutes for the meeting. Laura announced that she is still working on drafting the CEU requirements. Ralph asked that anyone that has any suggestions or rules for the CEU requirements please let him or Laura know. Tom voiced his concern that people feel they don’t have time for the CEU requirements, and/or don’t want to fulfill the requirement. The Board discussed the issue and agreed that CEU requirements are important to the trade and those people that feel negatively about it would have to comply in order to have their license renewed. Tom asked if everyone agrees that the 8 hours/yr. (24 hrs in 3 year period) is acceptable for CEU requirements, everyone agreed that the amount is reasonable. Neal brought an example of the CEU requirements for engineers and asked that Laura look at that as a template for how to begin rules writing for our CEU requirements.

Laura wrote to Bly Hall for guidance on how to begin enforcements, however she has not heard back from her. A suggestion was made from Jackie Bright, a licensed locksmith that the apprentice license should be mailed to the sponsor not the apprentice. Tom stated that is a very valid point and that the Board needs to discuss the issue. Tom made a motion that the apprentice licenses be mailed to the sponsor, not the apprentice. Greg seconded the motion and it passed unanimously.

Tom presented Laura with a gift from the Board for her service as Chair of the NCLLB.

Break

Tom asked about the status on Kenneth Pace, Greg did not know the current update and tabled the issue until he could talk to Anna. Tom asked if there were any standards issues for board vote. Laura said she needed more time with the files in committee.

The next order of business was scheduling of the next Board meeting. Joe made a motion for the next meeting to be held on April 5, 2004. Ralph seconded the motion and it passed unanimously. Neal made a motion that the meeting be held in Greensboro. Ralph seconded the motion and it passed unanimously. Joe ensured that he would set up the date with the restaurant.

Tom suggested an agenda change to place the Standards Committee last, right before the adjournment.

Laura reported for the Standards Committee. Laura stated she needs more time with several files and will table those until the next meeting and will be working on those along with stale files at RCA that have been sent deficiency letters but have produced no response.

Greg called out the additions to the approved licenses list after approval by the Standards Committee.

Greg made a motion to add the names to the approved licensees and to accept the licensee list plus the added names. Ralph seconded the motion and it passed unanimously.

With no further business, Greg made a motion to adjourn the meeting. Ralph seconded the the motion and it passed unanimously. The meeting was adjourned.

Respectfully Submitted,

Paola Ribadeneira