

**NORTH CAROLINA LOCKSMITHS LICENSING BOARD  
MEETING IN GREENSBORO, NC  
MONDAY, OCTOBER 21, 2002**

**Attendance Board Members and Staff: Chair Laura Busse, Joe McCann, Tom Campion, Ralph Fuller, Dennis Green, Chris Boykin, Neal Ensley, Anna Bridgers.**

**Attendance Guests: Steve Bright and Adrian Busse.**

**Laura called the meeting to order and read the Ethics Awareness and Conflict of Interest Statement.**

**The first order of business was approval of the October 7, 2002 Board Meeting Minutes. Neal made a motion to approve the minutes. Tom seconded the motion, the motion passed unanimously.**

**Neal then gave the Treasurer's Report. Neal said that DuFree denied the Board Directors and Officers Insurance. However, Neal has reason to believe that the Board will receive coverage by BB&T. If the Board is not approved to receive coverage by BB&T, Neal will go to the Department of Insurance to seek their advice.**

**Document Creation was the next order of business. Laura said that the Board will have a test ready to be administered by December 14<sup>th</sup>. Laura stated that the Board needs to start working on scheduling exam dates, times, and locations. Background checks will become increasingly difficult to conduct as the Board starts considering individuals for licensure who are not covered under Section 2, Laura said. Anna, Dennis, and Laura said that they would research various background search options and report back to the Board at their next meeting.**

**Joe reported on behalf of the Notifications Committee. Joe gave the members of the Notification Committee a divided list of locksmith wholesalers. Laura instructed the committee members on how to approach these wholesalers to ask for their assistance in making locksmiths aware of the license and the January 1, 2003 licensure deadline. Laura asked the committee members to keep a record of who they speak with at each company, the response to the request for assistance, and the date of correspondence.**

**The Examination Committee Report was given by Laura. Laura contacted Bly Hall at the Attorney General's office about that fact that individuals taking the December licensure exam will more than likely not get their test results and hence, not be licensed by January 1, 2003. Bly said that the Board can give the locksmiths testing in December a receipt of taking the test to verify that they are in the process of getting licensed.**

**Laura proposed 3-4 different locations spread across the state to administer the test. Laura stated the importance of having the test easily accessible to everyone in North Carolina regardless of their place of residence.**

**The Board also discussed the feasibility of having a Spanish version of the exam available for those seeking licensure. Laura stated that David Lowell with ALOA said that it is not possible for a Spanish exam to be compiled by December. Laura said that she would research the possibility of using translators to administer the test to Spanish-speaking applicants.**

**Lastly, Laura reported that the NCLA crash course for the locksmith licensure examination will be held November 8<sup>th</sup>-9<sup>th</sup>. This class will be open to non-NCLA members.**

**The next order of business was the Rules Committee report. Laura stated that the rules for applicants not qualifying for application under the grandfather clause will not be very extensive. These individuals will be required to apply for licensure, pay the licensure fee, and show identification when they take the written examination.**

**Tom reported on behalf of the Standards Committee. Tom is sending the applications with deficiencies back to Randolph Cloud and Associates so that letters can be sent to the applicants. Laura then presented the list of locksmiths that are approved for licensure. Joe made a motion to add Carlie Smith and Christopher Ford to this list of approved locksmiths for licensure. Tom seconded the motion, and the motion passed unanimously. Tom then made a motion to approve the list of approved locksmiths for licensure. Joe seconded the motion. The motion passed unanimously.**

**Joe made a motion to include an additional question on the application reading “Have you ever been in the military? If yes, please provide a copy of your last DD-214”. Dennis seconded the motion, and the motion passed unanimously.**

**The final topic of discussion concerned upcoming Board meeting dates. Everyone was reminded there was a meeting on November 4, 2002. In addition, Neal made a motion for the Board to meet in the Triad area on Wednesday, November 20<sup>th</sup>. Dennis seconded the motion, and the motion passed unanimously.**

**With no further business, Tom made a motion to adjourn. Joe seconded the motion. The meeting was adjourned.**

**Respectfully Submitted,**

**Anna Bridgers**