

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
OCTOBER 29, 2003
RALEIGH, NORTH CAROLINA**

Attendance: Laura Busse, chair, Chris Boykin, Joe McCann, Tom Campion, Dennis Green, Neal Ensley, Anna Bridgers.

Guests in Attendance: Steve Bright, Eddie Smith, Syl Wilkerson.

The Public Hearing was called to order by Laura Busse. Laura stated that this Public Hearing was scheduled to discuss rules 21 NCAC 29 .0601-.0616. Laura asked if anyone had any questions or comments about these rules, to which there was no response.

The Public Hearing was then adjourned.

After taking a break to eat lunch, Laura called the Board meeting to order. Neal read the Ethics Awareness and Conflict of Interest Statement. No one indicated any conflicts.

Laura then welcomed the guests to the meeting and asked if they attended the meeting due to any questions or concerns. Sly said that he served on the Alarm Systems Licensing Board for twelve years and came to the meeting to see how our Board operates.

The first order of business was approval of the September 29th minutes. After noting a few corrections, Chris made a motion to approve the amended minutes. Joe seconded the motion, and the motion passed unanimously.

Neal then gave the Treasurer's Report. Neal reviewed the September 30, 2003 balance sheet and income statement. Neal made a motion to approve this financial report and Chris seconded the motion. The motion passed unanimously.

The next order of business was document creation. Chris told the Board that he and Laura met with the State Bureau of Investigation. The SBI gave Laura a sample of how a fingerprint card should be completed in order for the SBI to complete the criminal background checks. Laura stated that a copy of this sample fingerprint card should be mailed with the locksmith applications and should be available on NCLLB's website.

Additionally, Laura stated that there is a \$38 cost associated with the SBI and FBI providing these background checks. This expense will need to be paid by the applicants in addition to the \$100 licensing fee. Chris made a motion for the application to be amended to reflect the new fee. Neal seconded the motion, and the motion passed unanimously.

Laura said that there is also an "Authority for Release of Information" form that must be completed by the applicants and submitted with the applicants' fingerprint card to the SBI. This authorization form should be included as a separate line item on the application's checklist, along with a line item for the \$38 fee for the background check.

Chris told the Board that it will still be necessary for the applicants to obtain a local background check due to the fact that misdemeanors may not show up on the state and federal background checks.

Chris then made a motion to implement the SBI/FBI record checks starting on November 15, 2003. Any applications postmarked after this date will need to include the full \$138 fee and the SBI approved documents. Neal seconded the motion and the motion passed unanimously.

The next report was in regards to the Notifications Committee. Laura told the Board that she did another mailing of the official notices.

At the last Board meeting, Neal and Laura had agreed to contact various directory companies throughout North Carolina. Laura said that she has had a hard time finding a comprehensive list of directory companies. Laura said that she has not had much time to devote to this effort, but she will have a report at the next meeting.

In addition, Laura said that she would like to see more press concerning the locksmith license. Steve mentioned that there is a magazine entitled *Up and Coming* that is a statewide publication that publishes human-interest stories. Laura asked Steve to contact this magazine company to inquire about running an article regarding the license. Joe told the Board that he will attempt to contact radio stations, TV stations, and other news sources in Greensboro and the Triad area. Dennis said that he will contact the Charlotte stations and Tom stated that he will contact the Wilmington radio stations. Laura said that she will contact the Raleigh stations and Neal volunteered to contact the radio and TV stations in the mountains. Laura said that she will post information on the locksmith license on the email list to aid in these discussions with the various stations.

Laura then reported on behalf of the Rules Committee. Laura shared some facts she learned at the training that was sponsored by The Rules Review Commission. Laura then reviewed NCLLB's operating policies. Laura stated that Ralph Fuller's term expires at the end of this year. Laura said that Ralph would like to serve another term on this Board. Dennis said that Ralph should go ahead and write a letter to the co-speakers stating his desire to be re-appointed.

Tom Campion then presented on behalf of the Standards Committee. Tom made a motion to approve the locksmiths recommended for licensure. Chris seconded the motion and the motion passed unanimously.

Anna asked the Board how the apprentices should be distinguished from the licensed locksmiths. Laura suggested keeping in line with the license number of the licensed locksmiths, but adding an "A" to the end of the number to designate an apprentice.

The final order of business was scheduling the next Board meeting. Dennis made a motion for the next Board meeting to be held on December 10th in Greensboro. Tom seconded the motion and the motion passed unanimously.

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

Respectfully Submitted,

Anna S. Bridgers

Locksmiths Approved for Licensure

Stephen E. Asbill
Curtis E. Barfield
Clyde M. Bolick, Jr.
Carl D. Branch
Kenneth W. Butler
Robert G. Cooke, Jr.
Jack H. Correll
Paul R. Harrell
Scott M. Hester
John R. Hood
William M. Johnson
Gregory T. Lambeth
Ralph D. Lynch
Calvin E. Meadows
Ronald M. Menke
Keith E. Merrick
Michael G. Parker
Sarah S. Verzaal
William H. Verzaal
Blake F. Wiggs
Garrett D. Wiggs
Michael D. Wiggs
Edward N. Wilson
William H. Gardner
Darrell W. Mangum
Steven E. Garrett
William D. Davis

Locksmiths Approved as Apprentices

David M. Hall
Kenneth D. Vandergrift
Michael T. Domotor