

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
GREENSBORO, NORTH CAROLINA
THURSDAY, NOVEMBER 9, 2006**

Attendance: Chris Boykin, Laura Busse, Ron Cox, Neal Ensley, Ralph Fuller, Dennis Green, Kevin Seymour, Greg Wright, Anna Misenheimer.

Guests in Attendance: Steve Bright, John “Chip” Cutts, Donna Fuller and Jody Willis.

Neal called the meeting to order and apologized for his tardiness in arriving to the Board meeting. Neal then welcomed the guests to the meeting and asked each guest to introduce himself. Neal stated that there was a quorum present and asked Greg to read the Ethics Awareness and Conflict of Interest Statement. Greg read the statement. Ron stated that his son’s application for license renewal is slated to be deliberated at the meeting, so disclosed this as a potential conflict of interest.

Neal told the Board members that he wished to adjust the meeting agenda so as to allow the guests to share their concerns with the Board before the Board engaged in their usual meeting agenda items.

Chip Cutts shared his concern that many tow truck drivers are being hired by reposessor offices to cut and fit keys to cars without the tow truck drivers providing any other towing services and without the tow truck drivers being licensed by the NC Locksmith Licensing Board. Mr. Cutts stated that he had submitted a complaint to the Board office in regards to this practice, but has not received any correspondence back from the Board.

Laura informed Mr. Cutts that the Board’s Standards Committee does have an established process to handle such complaints, but this process can take time as the Committee must investigate the complaint in due process. Laura stated that she recalls the complaint that Mr. Cutts made, but realizes that the Board had not communicated with Mr. Cutts after completing its investigation.

Laura made a motion that an acknowledgement post card should be mailed to each entity that makes an official complaint to the Board. Additionally, complainants should be informed of the outcome of the Board’s investigation into the complaint. Ralph seconded the motion and the motion carried.

Mr. Cutts then had some additional questions for the Board. Mr. Cutts asked who should licensed locksmiths and others contact about locksmiths “slapping stickers” and not performing adequate work. Laura told Mr. Cutts that the Board also has an Ethics Committee that handles such complaints. Complaints should be made in writing to this committee.

Laura shared news with the Board about California's recent passage of a law that affects California locksmiths. The law bans the practice of automotive dealers withholding key codes to licensed locksmiths. With passage of this law, these key codes must be made available 24 hours a day to all licensed locksmiths in the state.

Laura stated that the North Carolina Locksmith Association is holding one of its quarterly meetings on November 10th. Laura is planning to attend this meeting and ask NCLA to mimic this effort in North Carolina. Steve Bright, speaking as a representative from NCLA, stated that NCLA would endorse parallel legislation in North Carolina.

With no other comments or questions from the Board's guest, Neal decided to return to the meeting agenda.

The first order of business was approval of the Board meeting minutes. Chris made a motion to approve the minutes from the August 14th and the September 28th Board meetings. Greg seconded this motion and the motion passed.

Kevin then gave the Treasurer's Report. Kevin stated that the Board's annual insurance expense is reflected in the month of August while the Board's administrative fees were paid in September, and a large Board reimbursement was distributed in October.

Kevin made a motion to approve the August, September and October 2006 financial reports, and Ron seconded the motion. The motion passed.

Under Document Creation, Laura stated that the Board has two new forms in which to draft—a postcard for the acknowledgement of having received an official complaint and a postcard in which to inform a complainant of the outcome of a complaint.

Laura stated that she has an idea concerning Public Relations. Laura recommended that the Board mail a bumper sticker to each locksmith who renews his license that contains language about the locksmith license and how it is now the law to have this license in order to provide locksmith services. Kevin volunteered to spear-head this effort. Laura said that she would like these bumper stickers to be available in time for the February 10th NCLA trade show.

Anna gave the Examination Committee report. Anna stated that four locksmiths are scheduled to take the exam on November 10th, with one of these locksmiths only having to take the ethics portion of the exam.

As part of the Examination Committee report, Laura discussed the draft of the new locksmith licensure exam. Laura believes that some questions on the new exam should be general in nature and test one's general locksmithing knowledge.

Laura believes that only about 30% of the exam should be open-book. Laura stated that Jake Jakubowski is working on the life safety section of the exam.

Under Miscellaneous Business, Laura shared her suggestion for the wording of the exception to the Board's continuing education requirement. Laura made a motion to adopt this new rule and initiate the rule-making process. Chris seconded Laura's motion. Laura asked Anna to contact Derek Hooker, the locksmith who made this suggest, and inform him of the Board's decision. Chris seconded the amended motion and the motion carried.

Anna shared two emails with the Board under Miscellaneous Business.

The Board then took a short break.

Under Unfinished Business, Neal stated that the Board needs to approve all locksmiths approved after the September 28th meeting by the Executive Committee for initial licensure and renewal. Greg made a motion to accept the Executive Committee's decision and Ron seconded the motion. The motion passed.

Laura informed the Board members that an applicant will be taking the examination tomorrow although his fingerprints have not yet been cleared through the SBI. The applicant had submitted his prints in a timely fashion, but since his initial prints were rejected by the SBI, the applicant had to be fingerprinted again. Laura made a motion that the applicant be allowed to sit for the exam, but hold the exam results until the prints have been received back from the SBI. Ralph seconded the motion and the motion carried.

Laura then made a motion for the full Board to accept the draft of the new Ethics section for the locksmith exam. Dennis seconded Laura's motion and the motion passed.

The Standards Committee then informed the Board that it has an informal meeting scheduled for Wednesday, November 15th with a locksmith whose license the Committee initially denied.

Greg then made a motion to approve the locksmith apprentices for licensure. Chris seconded the motion and the motion passed.

Dennis, on behalf of the Ethics Committee, made a motion to approve the list of locksmiths that are ready for renewal. Greg seconded the motion. The motion passed.

The final order of business was scheduling the next Board meeting date. Kevin made a motion that the next Board meeting be held on Monday, January 8th. Greg seconded the motion and the motion carried.

With no further business, Greg made a motion for the meeting to be adjourned. Ralph seconded the motion, the meeting was adjourned.

Respectfully Submitted,

Anna S. Misenheimer

APPLICANTS APPROVED FOR APPRENTICE LICENSE 11/9/06

**Billy G. Odom
Fred E. Ploeger, III
Ricky A. Waugh**

**6/2/06 Renewal
Steven Stuhan**

**9/29/06 Renewals
Johnny L. Cook
Dale E. Dalton
David E. Snyder**

**11/30/06 Renewals
Donald W. Hill, Jr.**

**12/10/06 Renewals
Glenn T. Denton
James H. Dillon
Ken R. Herring
Marsha D. Loudermilk
William R. Maynor
Randolph H. Stewart, Jr.**

**1/12/07 Renewals
Jonathan H. Beaudreau
Garth E. Briscoe
Jerry P. Clayton
William D. Davis
Leroy Gilliam, Jr.
George D. Hudson
Pamela C. Hudson
Joseph C. Pridgen
Paul A. Ranard
Robert G. Taylor
Darrell F. Welch
Douglas K. Wonderlin**

William P. Wynne

2/23/07 Renewals

Ronald H. Barbour

Richard D. Cockman

Norwood S. Conway

Linda F. Cox

Alfred K. Dyson

Carl R. Lindner

Theodoric B. Smith

David L. Stoner

William J. Woidyla, Jr.

James D. Wolfe