

MINUTES

NORTH CAROLINA LOCKSMITH LICENSING BOARD MONDAY, DECEMBER 9, 2002

Attendance: Laura Busse, chair, Chris Boykin, Tom Campion, Neal Ensley, Ralph Fuller, Dennis Green, Joe McCann, Greg Wright, Jim Scarborough. **Visitors:** Steve Bright, Eddie Smith

Absent: Robert Matthis

The meeting was called to order by Laura Busse, chair. After welcoming the members, she read the Ethic Awareness and Conflict of Interest Statement. No one indicated a conflict or potential conflict of interest with today's agenda.

Mr. Boykin moved and Mr. Campion seconded approval of the November 20, 2002 minutes as written. The motion passed unanimously.

Mr. Ensley distributed an updated list of the Board members to check for accuracy of the information included. He distributed a Treasurer's Report, which was an interim three-year budget. Jim had prepared a cash flow statement for Mr. Ensley, which he gave as a report. This will be distributed at the next regular board meeting.

One final piece of business from Mr. Ensley concerned the Board's standing with regard to negligent acts by Board members. Occupational licensing boards fall under the Tort Laws of the state. This is a new statute (2002-168) just passed by the legislature this past session, according to Bly Hall from the Attorney General's Office. This board may fall under the Department of Administration. Randolph E. Cloud and Associates must provide a certificate of insurance that employees are covered for fraud, theft, etc. The Board also needs to obtain verification of insurance from ALOA, since it is their test that the Board is using. His recommendation to the Board is to table any consideration of obtaining Board insurance at this point until we get a definitive answer from the Attorney General's Office about whether or not this new law covers this Board.

The Chair reported that the legislative Government Operations Committee met last week and accepted our report as presented with regard to our fees.

Mr. Campion asked what it means that a Board member is provided a per diem. That is an allotment given to Board members not to exceed \$100.00 per day in addition to the mileage and other expenses that are covered by the law. He felt the Board should address this issue. Mr. Ensley said he does not believe that a per diem should be granted until the Board has a clearer sense of its financial situation. Mr. Campion moved that the Board collect zero in a per diem at this time with

possibility of reconsideration at a future date. Mr. McCann seconded the motion. The motion passed unanimously.

The Chair asked if there was anything else to report from the Notification Committee. Mr. McCann and Mr. Fuller reported that they have each contacted about ten additional businesses, groups, etc. to issue notification. Mr. Campion noted the Board has never actually contacted those locksmiths in the telephone books.

The Chair reported that the tests will be sent by FedEx to the various locations. No one signed up for the Greenville site. Since test results may not be back in time to grant a license by January 1, as the law states, those persons who take the exam this month should be issued a receipt by the proctor at the exam to document they have taken the test and are awaiting the results. This was suggested by Bly Hall. The Chair will work on the actual receipt which will be sent to the proctors.

From the Rules Committee, there was nothing new to report other than the earlier report regarding the fees. The rest of the process cannot happen until February with a May deadline.

From the Standards Committee, Mr. Campion moved that the list provided to the Board today plus the several that were added today. The motion passed unanimously.

The second motion from the Standards Committee is to approve the others pending receipt and verification of background check and/or fee. The motion passed unanimously.

Under Miscellaneous Business, the Chair suggested that this is the place to discuss the error made by the office on the numbering of the licenses. Jim made a public apology to the Board for the error that was made. Mr. McCann made a statement about his conversation with Jim and also about his visit to the Board office regarding his review of the file. Mr. Campion moved that the Board recall the licenses in question and reissue the licenses in accordance with the original board ruling. Mr. Ensley seconded the motion. The motion passed unanimously.

There was then discussion of the cards. Mr. McCann suggested that the card itself should be very difficult to duplicate. He would like them to be horizontal rather than vertical. There was significant discussion about how this should appear. Mr. McCann moved that the card be accepted in the format in which it was described today with information on both sides in landscape layout. Addresses and telephone number on the back with the logo, state seal on the front in a non-copyable color. Mr. Wright seconded the motion. The motion was amended to have the color of the graphics be in light blue. The motion passed unanimously.

Mr. McCann moved that the six Board members licenses and cards include the words "Charter Board Member." Mr. Boykin seconded the motion. The motion passed unanimously.

The next issue is the final Board meeting of the year. The Chair questioned if the next Board meeting should be via conference call. This will be held Friday, December 27, 2002 at 10:00 a.m. Jim will set up a permanent conference call number. Mr. Boykin moved and Mr. McCann seconded this as a motion. The motion passed unanimously.

Mr. Wright moved that the meeting after that be Monday, January 13, 2003 in the Triad if possible. Mr. McCann seconded the motion. The motion passed unanimously.

Mr. Bright asked if he could address the Board on supervision. He said that the NC Department of Labor has a standard for supervision under their apprenticeship program for locksmiths that he thought the Board should review and consider. There was significant discussion on this issue.

Mr. Green moved that the Board take Mr. Bright's recommendation under advisement and take it up again at the first meeting of 2003. Mr. Ensley seconded the motion. Mr. Boykin asked for an amendment to the motion that we invite Bly Hall to the January 13, 2003 meeting even if it means meeting in Raleigh. The maker and seconder of this motion accepted the friendly amendment. The motion passed unanimously.

Mr. Green moved that the staff reword the question #15 on the application to make it clearer. Mr. Boykin seconded the motion. It passed unanimously.

Mr. Ensley asked that any Board member who has expenses for reimbursement be sent to him for review and then on to the office for the check to be issued.

Mr. Fuller moved and Mr. Campion seconded a motion to adjourn. The motion passed unanimously.

Respectfully submitted,

**Jim Scarborough
Executive Director**