

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
DECEMBER 10, 2003
GREENSBORO, NORTH CAROLINA**

Attendance: Laura Busse, chair, Neal Ensley, Ralph Fuller, Greg Wright, Tom Campion, Anna Bridgers.

Guests in Attendance: Donna Fuller and Syl Wilkerson.

Laura welcomed everyone to the meeting before Neal read the Ethics Awareness and Conflict of Interest Statement. No one indicated any conflicts.

The first order of business was approval of the October 29th meeting minutes. Neal made a motion to approve these minutes as prepared by Anna. Tom seconded the motion and the motion carried.

Neal then gave the Treasurer's Report. Neal reviewed the October 31st balance sheet as well as the November 30th statement. Laura told the Board that the administrative fee paid to Randolph Cloud and Associates was established for a three-year period. However, Laura suggested that Neal review this fee, as it is sometimes customary to adjust compensation to account for increase in the cost of living.

Laura reminded the Board members to start considering whom would like to fill the Chair and Treasurer's positions this upcoming term. Laura said that elections for these seats are to occur at the first Board meeting of the year.

The next topic of conversation was Document Creation. Since the last Board meeting, Ralph has researched some alternatives to the badge currently issued by the Board. Ralph passed around some sample badges from various companies. Ralph stated that Alpha Card Systems appears to be the most economical option with the cost of all of the equipment not exceeding \$3,000. This fee would include the camera, badge-making machine, and the connect-ability cables.

Laura stated that she, Neal and Ralph discussed the new badge system during lunch and thought of a means by which the Board could pay for this machine. Laura said that the Board could offer replacement badges at the next NCLA meeting for a \$15 fee. Laura also stated that those locksmiths who do not attend this meeting and desire a new badge should have an opportunity to receive one for this reduced badge replacement fee.

Neal voiced his support as Treasurer of purchasing this badge-making equipment from Alpha Cards Access.

Tom then made a motion to purchase the equipment from Alpha Cards Access. Greg seconded the motion and the motion passed unanimously.

A motion was made by Neal to offer a limited-time \$15 card replacement fee for an updated badge. Tom seconded this motion. The motion passed unanimously.

The next order of business concerned notifications. Laura said that the Notifications Committee should be changed to the Public Relations Committee. Laura stated that she knows Marianne Odom, a member of NCLA that used to be a reporter. Marianne provided Laura with a draft of a proposed news release concerning the locksmith license. Laura amended this proposed release and distributed it to the Board members. Laura asked the Board members to submit this announcement to any and all press sources. Laura said that it would be wise to keep a log detailing specific information about correspondence with the press as documentation as the Board's effort to educate the public about this license.

Laura then presented on behalf of the Rules Committee. Laura stated that the public comment period has passed for anyone to submit concerns about the Board's rules concerning repeal of rules, declaratory and hearing rules, and contested cases, etc. Ralph made a motion to accept these rules for submission to the Rules Review Commission for final agency adoption. Tom seconded the motion and the motion passed unanimously.

Under the Exam Committee's report, Laura said that she and Ralph are going to work on preparing a new study guide for the locksmith examination and that they are getting materials ready for the February study session. Laura told Anna that anyone who has taken and failed the examination should be mailed information about the upcoming February study session.

Laura then informed the Board about the noise level during the last test session. Laura said that a wedding reception was taking place in the room across from the room where the test was being administered. Laura proposed allowing the applicants to re-take the test free of charge. Laura said that she wants to schedule the next exam four to six weeks after the February study session.

Ralph stated that the Board could send a letter to the applicants who failed this exam and offer to let them re-test free of charge if they retake the test during the two test sessions following the study session.

Laura made a motion to this effect, stating that the locksmiths who failed the exam should receive the above outlined offer to retest. Greg seconded this motion and the motion passed unanimously.

Tom then presented on behalf of the Standards Committee. Tom made a motion to approve the below list of locksmiths for licensure. Greg seconded the motion and the motion passed unanimously.

The final order of business was scheduling the next Board meeting. Laura said that the next Board meeting will be on January 12th in accordance with the Board's rules.

With no further business, Tom made a motion to adjourn. Greg seconded the motion and the meeting ended.

Respectfully Submitted,

Anna S. Bridgers

Locksmiths Approved for Licensure

James Ayscue
Brenda Ballou
Edmund Barker II
Robert Beadle
Jeffrey Beasley
Raymond Beasley
Wayne Blankenship
Garth Briscoe
Pierre Burley
Jerry Clayton
Lee Clayton
Ronald Davis
Glenn Denton
Scott Denton
James Dillon
Donald Dodson
Timothy Haga
James Hendrick
Kenneth Herring
Debra Hilliard
Edward Hopper
Pamela Hudson
George Hudson
Scottie Jackson
David Jennings
Christopher Jones
Jerry Lee
Marsha Loudermilk
Michael Loudermilk
William Maynor
Phil Nebe
Harold Nesbitt
Daniel O'Connor
Gregory Patterson
Billy Perry
Thomas Sarvis
Alfred Sherron

**Pamela Sluder
Johnny Smith, Jr.
John Spencer
Randolph Stewart
Jerry Swann
Katherine Swindell
Darrell Welch
Sylvania Wilkerson**

Locksmiths Approved for Apprentice Licenses

**Stuart Aycock
Vincent Salazar**