

**NORTH CAROLINA LOCKSMITH LICENSING BOARD  
AUGUST 4, 2003  
GREENSBORO, NORTH CAROLINA**

**Attendance: Laura Busse, chair, Neal Ensley, Joe McCann, Dennis Green, Ralph Fuller, Chris Boykin, Anna Bridgers.**

**Guests in Attendance: Dugan Brannan and Richard “Gray” Linville.**

**The meeting was called to order by Laura Busse. After Laura welcomed the guests to the Board meeting, Neal read the Ethics Awareness and Conflict of Interest Statement. No one indicated any conflicts.**

**The first order of business was approval of the July 8<sup>th</sup> minutes. A few slight changes were made to the minutes. Then, Neal made a motion to approve the amended minutes. Ralph seconded the motion and the motion passed.**

**The Board then reviewed the June 2<sup>nd</sup> minutes. Neal made a motion to accept these minutes as presented by Anna Bridgers. Chris seconded the motion. The motion passed unanimously.**

**Neal presented the June financial statement to the Board as part of the Treasurer’s Report and recommended approval of this statement. Joe made a motion to approve this statement and Ralph seconded the motion. The motion passed unanimously.**

**Neal also reviewed the interim three-year budget. As far as the audit is concerned, Neal spoke with Jim Scarborough and Jim recommended Bachelor, Tillery and Roberts of Raleigh, NC to conduct the audit. Neal made a motion to this effect. Chris seconded the motion and the motion passed.**

**Document Creation was the next order of business. Laura informed the Board that Governor Easley signed the Locksmith Amendment Bill into law last Sunday. Laura said that she would bring a draft of the new apprentice application to the next Board meeting.**

**Laura stated that the Board will need to review our rules to make sure there is no need for the creation of temporary rules in order to implement the new locksmith apprentice designation. Laura said that the rules making process has recently changed and she has to learn this new process.**

**Laura then gave the Notification Committee Report. The Board agreed that a notice informing locksmiths and locksmith companies alike of the locksmith license law should be separate from another mailing that would include the continuing education standards and information about the apprentice program. Laura read her draft of the locksmith license notice to the Board. After a few minor changes in some of the wording, Ralph made a motion to accept this draft as the official notice and to authorize the mailing of these notices. Joe seconded the motion and the motion passed.**

**Our guests commented that they came to see how the Board was attempting to notify non-licensed practitioners.**

**Laura reported that there are currently eight people registered to take the locksmith examination next Friday. There was nothing else to report on behalf of the Examination Committee.**

**The next topic of discussion concerned changes to the temporary rules. The Board received objections to a number of recently submitted rules from the North Carolina Rules Review Commission. The Board reviewed each objection and decided on new language to appease the NC Rules Review Commission. Dennis made a motion to accept these changes to the rules to be forwarded onto the Rules Commission and Ralph seconded the motion. The motion passed unanimously.**

**Before moving beyond the temporary rules discussion, Laura thought of another addition to be made to the rules concerning the advertisement of a company name similar to that of a competitor's name, causing confusion amongst consumers. Neal made a motion to accept this new language as a proposed temporary rule. Joe seconded the motion and the motion passed.**

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

**The next order of business concerned rules pertaining to contested cases. Laura said that the Board needs to approve our temporary rules pertaining to contested cases as the notice of text, which is the second stage in the rule making process. Joe made a motion to adopt these rules as our notice of text. Chris seconded the motion and the motion passed unanimously.**

**Under miscellaneous business, Laura shared an email from Bly Hall of the Attorney General's office regarding non-licensed locksmiths. Laura said that from now on, the Standards Committee will handle complaints concerning non-licensed locksmiths while the Ethics Committee will handle complaints concerning locksmiths already licensed. As far as contested cases are concerned, Bly Hall is currently handling these. If a decision is still contested following a hearing at the Office of Administrative Hearings and a subsequent approval by the Board of OAH's decision, the case would then go to Superior Court.**

**Neal reported on Directors' and Officers' Insurance under Unfinished Business. Neal said that as of last October, state occupation boards were granted statutory authority to seek insurance coverage. Bly advised Neal that if the Board can afford such insurance, then it is advisable to do so. Neal cited some information regarding two insurance policies that he has found. Neal made a motion to purchase the insurance from Birmingham Fire Insurance Company of Pennsylvania. Dennis seconded the motion and the motion passed unanimously.**

The final order of business was scheduling the next Board meeting. Ralph made a motion for the next meeting to be held on Wednesday, August 27<sup>th</sup> in Greensboro. Neal seconded the motion and the motion passed.

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

Respectfully Submitted,

Anna S. Bridgers

**Locksmiths Approved for Licensure**

Rose Aman  
Harvey Caury  
Charles Dannelley  
Anthony Dollar  
James Fortner  
Amy Fuller  
Donna Fuller  
Michael Griffin  
Randy Harmon  
Larry Latta  
Thomas Martin, Sr.  
Timothy Martin  
Edward Messick  
Jack Moore, Jr.  
Terry Norman  
Robert O'Kelley  
Donald Robertson  
Bobby Stephens  
Robert Thomas  
John Walls  
Michael Worley  
Jesse Warren