

**North Carolina Locksmith Licensing Board
Meeting Minutes
Raleigh, North Carolina
11am, December 11, 2018**

Members Present: Jon Jeffries, Dennis Berwyn, *Jennifer Richards, Phil Lanier, Steve Bright, Keith Throckmorton, Rafe Rountree**

Members Not Present: Todd Going (excused)

Staff: Barden Culbreth, Reed Fountain

Public/Non-members: Walter Kulla, Debbie Atkinson

**Joined by conference call due to inclement weather.*

Call to Order: Chairman Jeffries called the meeting to order at 11:05am and introduced the members present in Raleigh.

Ethics Awareness Statement: Jeffries read the Ethics Awareness Statement and asked for potential conflicts or appearances of conflicts. Hearing none, the meeting continued.

Approval of Previous Meeting Minutes: Steve Bright motioned to approve, Keith Throckmorton seconded. The minutes were approved.

Financial Report: Jennifer Richards presented the Financial Report. Steven motioned to approve, Rafe Rountree seconded and the report was approved.

Education/Testing Committee: Steve reported on the recent exam in Winston-Salem. Twenty-three applicants took the test. Eight passed. Steve reported that several applicants wanted extended time because of language comprehension problems.

Discussion followed to revise the test. Jennifer reports she has reviewed 500 of the 700 test questions.

Rafe reported that there were complaints from the field from applicants who perform a single side of the industry: e.g. safe and vault, or automotive only. He recommended reformatting the test to address this.

Barden proposed lowering the weight of some of the test questions in specialty sections of the test.

Steve recommended that the committee meet soon to revise questions and change weight of questions. Jon recommended a one-day retreat in a central location in the state. Discussion followed on scenario-based questions.

Keith recommended a hands-on, practical section of the exam.

Jennifer recommended a “pick two” exam section and core competency section for future exams.

Discussion followed.

Chairman's Report: Jon recognized Phil Lanier and Rafe Rountree for their service on the Board.

Trade Show: Jon asked for approval of \$1000 to pay for Board "swag" at the booth at the NCLA trade show. Steve Bright motioned to approve. Dennis seconded the motion. The motion carried, with Phil Lanier voting in the negative.

Update for the Board office:

Barden announced that the 2019 test dates are in the process of being posted on the website.

He announced that the management office is updating the applications for changes in fees and hours.

The office will be sending out an email newsletter letting the licensees know they can submit their renewals early at the "reduced" fee.

Legal Counsel Update:

Reed updated Board on injunctions.

He provided an update a post-election update on the NC General Assembly. Dennis was recognized to provide his analysis and comment.

Reed reported on several bills at the legislature that would eliminate some Boards.

He reported on work at the legislature to get violation of the NC Locksmith Licensing Statute into the public light and criminal code.

Finally, Reed reported on some cases before the Ethics Committee, which would meet immediately following the Board meeting.

Old Business: None.

New Business: None.

Adjourn: Steve motioned. Keith seconded, and the meeting ended.

Next Meeting: January 16, 2019 11am, in Raleigh.