

NC Locksmith Licensing Board Meeting Minutes
5:30pm January 20, 2021
Raleigh/Zoom

Members Present: Jon Jeffries, Bobby Blackmon, Jennifer Richards, Debbie Atkinson, Jim Storie, Larry Mares, Hunt Willis, Mike McCarty, Patrick Armeen

Staff: Barden Culbreth, Reed Fountain

Call to Order – Chair Jon Jeffries called the meeting to order at 5:30pm

Ethics Awareness Statement – Jon read the Ethics Awareness Statement and asked for conflicts or potential conflicts of interest. Hearing none, the meeting continued.

Swear in New Member – Reed was recognized to administer the oath to new Board member, Patrick Armeen. Patrick was sworn in and Reed then reviewed the requirements for Board members, including those for the NC Ethics Commission and Board at large.

Introductions – The group then did a short round of introductions.

Approval of Previous Meeting Minutes – Larry motioned to approve the minutes. Hunt seconded and the minutes were approved.

Approval of Financial Report – Jim motioned to approve. Patrick seconded and the report was approved.

Education/Testing Committee – Barden and Bobby are going to administer the exam at Cape Fear Community College on Saturday, January 23rd. Discussion followed regarding scheduling, testing sites, and ability to travel for proctors.

Chairman's Report – Jon created new committee called **Training and Standards Committee** which will help with the administrator functions in the new Certemy Software. He asked Jennifer, Patrick, and Mike to join this committee.

Jon also created a specific **Testing Committee**, and asked Jim, Larry, and Debbie to be on this committee. He asked other Board members to support proctoring when needed. He also asked that committee move to a shared Google Sheet for proctors. Discussion followed. It was suggested that the test be administered in Raleigh during the week. Barden reported he was giving the test next Friday in the Board office. Debbie stated that she may not be available to do weekend testing.

Jon then created the **Ethics and Investigation Committee**. He asked Bobby, Hunt and Larry on this committee. He also asked Hunt to be the Probable Cause member for this committee, his responsibility would be to review new complaints and allocate resources appropriately.

Jon then asked that legal counsel investigate the Board's ability to assess a reinstatement fee for future persons who are revoked and have their license term lapse.

Jon asked that the Board office develop a newsletter about the Certemy Software, also do a mass email to all the licensees. The previous attempt at launching an online application program was viewed as spam by many licensees, and Jon asked we avoid this issue this time.

Updates from Board Office- Barden provided an update on Certemy and anticipates a March or April launch.

Updates from Board Counsel – Reed provided an update on the NC General Assembly and reports that there were no substantial changes in the make up of the legislature.

Reed provided updates on three cases that were before the Board.

One criminal case has been moved to March and the Board will not have an outcome of that case until that time.

One action is an injunction against Sufian Sawaed, who later obtained a license, because he did not respond to the complaint, he will be invited to meet with the Ethics and Investigation Committee.

Last case is an unresolved consent order, and the committee will issue a recommendation to resolve the complaint.

Another case is developing involving contempt of judge's order not to practice. Reed reviewed that case with the Board.

Unfinished Business – None.

New Business – None.

Schedule Next Meeting – March 22nd 5:30pm Zoom

Adjourn – Larry motioned to adjourn. Jim seconded and the meeting ended.