

North Carolina Locksmith Licensing Board
Meeting Minutes
Raleigh, 12:30pm November 11, 2021

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

Staff: Barden Culbreth, Reed Fountain

Public: Deanna Brena, Drew Robertson

Call to Order: After a brief introduction of attendees, Jon called the meeting to order at 12:30pm.

Ethics Awareness Statement: Jon read the Ethics Awareness Statement and asked if there were any potential conflicts of interest regarding the meeting agenda today. Hearing none, the meeting continued.

Approval of Previous Meeting Minutes: Jim motioned to approve the minutes. Larry seconded the motion and the minutes were approved.

Recognition of Outgoing Board Members: Board members Jennifer Richardson and Bobby Blackmon were presented with plaques thanking them for their service on the Board.

Financial Report: Larry motioned to approve the Financial report. Jim seconded and the report was approved.

Examination Committee: Jim reported on two recent exam proctoring sessions he had done. Barden reported that he was speaking with the NC Community College system to recruit a testing site in the western part of the state.

Ethics Committee: Hunt and Larry participated in two informal hearings prior to the Board meeting. They provided a brief update.

Training and Standards Committee: Jennifer reported that she would continue to review continuing education submitted via Certemy renewals until she was no longer on the Board.

Chair's Report: Rules - Jon asked that Board consider a rule defining an "employee", a rule allowing discipline for apprentices not having their licenses with them, and a rule to allow active duty military personnel to put their licenses into an inactive status.

Jon asked that County be added as a searchable feature on the Certemy public register. Several Board members voiced their support of this feature, stating that it would help them make customer referrals.

Jon asked the Board to develop a policy on continuance requests made by persons under investigation. Discussion followed. Jim motioned for the policy to be two continuances without excuse. Jennifer reported that the policy could be changed. Reed advised that the Board did not need a motion. Jim withdrew his motion. Discussion followed. Larry recommended two continuances and a third would require a medical note. The Board discussed and agreed through consensus.

Jon asked Barden for update on Certemy instructional video. Barden reported he had not made progress on it but would return to the project.

Jon asked Barden to develop a press release for the general public advising them that search engine results are likely outside of Board control and provide tips on vetting a locksmith. Barden reported that that office had received a complaint alleging a licensed locksmith was paying for positive service reviews. Discussion followed.

Jon recognized Drew Robertson. He stated that the Board shouldn't be in position of policing customer reviews. Discussion followed. Board agreed it did not have authority to police reviews.

Jon recommended that the NC Locksmith Association let its membership know to monitor their reviews and educate its membership how to police them.

Legal Report: Reed provided an update on cases and reported that the scheduled hearing for today had been postponed at the request of the respondent. Reed provided an update on the NC Legislature.

Unfinished Business: None.

New Business: Jon reported that the NC Locksmith Association Trade Show was scheduled for February 18-19 in Hickory. Jon asked that the Board consider authorizing up to \$1,000 to be spent on NCLLB swag for the trade show. Larry made the motion and Jim seconded. The motion passed.

Nomination and Election of 2022 Officers:

Chair – Larry nominated Jon Jeffries as Chair. Mike seconded and there were no other nominations. Jon was re-elected Chair.

Vice-Chair – Jennifer nominated Mike McCarty as Vice-Chair. Larry seconded and there were no other nominations. Mike was elected Vice-Chair.

Secretary/Treasurer – Jennifer nominated Debbie Atkinson. Jim seconded and with no other nominations, Debbie was elected Secretary/Treasurer.

Jon stated he supported public members of the Board having leadership positions. Jennifer recommended a change to the bylaws to codify that policy. Discussion followed and it was agreed that bylaws would be looked at.

Schedule Next Board Meeting: January 20th, 12:30pm, Raleigh. Ethics to meet beforehand at 11:00am.

Adjourn: Larry motioned to adjourn. Jennifer seconded, and the meeting ended.