

**NC Locksmith Licensing Board
Meeting Minutes
Raleigh, North Carolina
10:00am, December 14, 2022**

Members Present: Jon Jeffries, Mike McCarty, Larry Mares, Jim Storie, Debbie Atkinson, Deanna Brena, Hunt Willis, Henry King, and Patrick Armeen

Public: Jack Walder and Wesley Van Hoy

Staff: Barden Culbreth, Reed Fountain

Welcome and Call to Order: Chair Jon Jeffries called the meeting to order and announced that the Board would start with a Rule Making Public Hearing.

Ethics Awareness Statement: Jon read the Ethics Awareness Statement and asked for any conflicts or appearances of conflict. Hearing None, the meeting continued.

Public Comment on Rules: Jon announced the two proposed changes and one rule adoption. The effective date of 21 NCAC 29 .0404 Fees would be January 1, 2024. The other rule changes or adoptions would be March 1, 2023.

Jon asked Barden to read the written public comments that had been received so far by the Board.

Jon asked for any members of the public to speak in favor of the rules. Hearing none, he asked for all public comment opposed to the rule changes. Hearing none as well, Jon stated the public comment period would remain open until January 17, 2023.

The public comment hearing ended.

Ethics Awareness Statement: Jon then read the Ethics Awareness Statement and asked for any conflicts or appearances of conflict. Hearing none, the meeting continued.

Approval of the Agenda: Larry motioned to approve the agenda. Mike seconded and the agenda was approved.

Election of the 2023 Officers:

Jon asked for nominations for Secretary/Treasurer: Jim nominated Debbie Atkinson. With no other nominations, Debbie was elected through acclamation.

Jon asked for nominations for Vice Chair: Jon nominated Larry Mares for Vice Chair. There were no other nominations from the floor, Larry was elected unanimously.

Jon asked for nominations for Chair: Larry nominated Mike McCarty for Chair. No other nominations from the floor, Mike was elected as Chair.

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

Approval of Financial Report: The report included the end of month statements for September and October 2022 and the Annual Audit. Barden described how the public could view the audit on the Board's website. Larry motioned to approve the report and audit. Hunt seconded and the Financial Report was approved.

Exam and Education Committee: Jim and Larry reported about their recent proctoring experiences.

Barden invited Deana to join him in January in Lumberton for an upcoming scheduled exam.

Jim asked the Board and Reed to provide recommendation on applicants where English was their second language. Reed recommended whatever guidance there was, that it would be applied uniformly. Jon advised that Google Translate could be an option.

Jack Walder was recognized and asked about the study guide and recommended that the study guide be printed in another language.

Jim asked that the Exam committee get together and review some of the questions, as well as looking at translating into other languages.

Mike asked Barden to look for translating services and the costs associated with it. Jon asked about working with community colleges and universities that have foreign language programs where this could be a student project.

Discussion followed.

Chairman's Report: Jon thanked the Board for their support over the years. He praised the Board for being driven by protecting the public and less on the interests of individual locksmiths. Debbie and Larry expressed their support for the direction of the Board.

Board Office Report: Barden talked about issues he was having with email reliability. Jon asked that the Board office resolve as soon as possible, with a \$500 maximum. Larry made the motion which Mike seconded, and the motion passed.

Barden reported that the office is using newer version of the badge software and will need to consider a new badge printer soon. Larry asked Barden to start getting prices of a new printer for the Board to consider.

Recess: Jon asked the Board to take a 10-minute recess.

Legal Update: Reed provided an update on administrative hearing matters that are ongoing for the Board.

He reported on Sufian Sawaed who has refused service for a complaint dated several years back and has been avoiding service. Sawaed has submitted a renewal of his license and the board has a new address for service.

Reed reported on Roy Abudram who was found to be in contempt of court for violating the locksmith act. Roy reported on several other related investigations that may be looking at Abudram's unlicensed practice.

Reed reported on legislative activities on occupational licensing boards. He also stated that the legislature is looking at portability of licenses between states.

Unfinished Business: None.

New Business: None.

Schedule Next Meeting: 11am Feb 8th, 2023, in-person with Zoom option in Raleigh

Larry motioned to allocate \$1,000 to pay for Board materials which would be distributed at the next NC Locksmiths Association Trade Show.

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