



# Oregon

Theodore R. Kulongoski, Governor

**Construction Contractors Board**

[www.oregon.gov/ccb](http://www.oregon.gov/ccb)

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## **NOTICE OF PUBLIC MEETING - AGENDA CCB Locksmith Advisory Committee Meeting**

**10:30 a.m., Tuesday, January 5, 2010  
West Salem Roth's IGA, Santiam Room  
1130 Wallace Rd. NW  
Salem, Oregon**

**Committee Members:**  
**Dennis Schad, Co-Chair**  
**Jon Mangis, Co-Chair**

**William Blanchard**  
**Ernie Blatz**  
**Simon Blatz**

**William Curtis**  
**Kristina Leipzig**  
**Christopher Tardiff**

**Craig P. Smith, CCB Administrator**  
**Gina Fox, CCB Education Manager**  
**Richard Blank, CCB Enforcement Manager**

- 10:30 a.m. a. Review and Approve December 1, 2009 Minutes
- b. Staff Reports:
- 1) Online Application (Kristie)
    - Review Draft Rules:
      - General Application Requirements, 812-030-0200
      - Locksmith Certificate, 812-030-0210
      - Certificate Renewal, 812-030-0220
      - Renewal—Effective Date: Effect of Lapse 812-030-0230
      - Fees, 812-030-0250
    - Demo—Application (if available)
  - 2) Criminal Convictions Bar/Check (Rich)
    - Review Draft Rules:
      - General Definitions, 812-030-0000
      - Potentially Disqualify Crimes, 812-030-0100
      - Fitness Determination—Criminal Offense, 812-030-0110
      - Requirement that Locksmith Own or Work for a Licensed Contractor, 812-030-0240

- 3) Standards of Professional Conduct (Rich)
  - Review Draft Rules:
    - Standards of Professional Conduct, 812-030-0300
  - No Dishonest or Fraudulent Conduct
    - No Crimes
    - No Advanced Payment Schemes
    - No False Advertising
    - No Providing False Information
    - No Failing to Pay Fines or Construction Debts
    - No NSF Checks
  - Cooperate with CCB Investigations
  - ID Customers
    - Making Positive Identification
    - Establishing and Recording Client's Authority
    - Obtaining Client's Signature
    - Retaining Information Above for 3 Years
- 4) Penalty Structure (Rich)
  - Review Draft Rules:
    - Scheduled of Penalties, 812-030-0400
- 5) Testing (Gina)
  - Review Draft Rules:
    - Testing, 812-030-0010
  - Demo

- c. Complete Review of Draft Rules
- d. Public Comment

12:00 p.m. *Working Lunch*

- e. LSAC Decisions on Draft Rules

2:00 p.m. f. Adjournment

*Written comments may be submitted to Construction Contractors Board, Attn: Catherine Dixon, PO Box 14140, Salem OR 97301, or fax to (503) 373-2007 or email at: [catherine.a.dixon@state.or.us](mailto:catherine.a.dixon@state.or.us).*