



# NC Child Passenger Safety Training Committee Meeting Minutes Conference Call

February 27, 2012  
FINAL APPROVED May 22, 2012

**Training Committee Members present:** Myron Waddell, Renae Harris, Jody Piatt, Meg Langston, Aaron Miller, Charlene Proctor, Cecilia Saloni , Vickie Killough , Kim Wittig, Allen Browder, Melanie Daniel, Suzanne LeDoyen

**CPS Executive Committee Members present:** Bill Hall, Kelly Ransdell, Joshua DeFisher

**Not Present:** Frank Gore, Dwight Green, Sarah Tilton, Theresa Knopps

**Others:** Jan Parker, Bevan Kirley, Allison Cummings, Allan Buchanan, Hubie Macato

Meeting called to order by Myron Waddell at 11:10 a.m.

## **Approval of Minutes**

A motion to accept the minutes from the January meeting. The motion was seconded and it passed unanimously.

## **DOI Update**

The Lumberton Class scheduled for March 20-24 is not going to make.

The Buckle Up Brochure is going to be delayed due to changing pictures and the set up of the brochure.

There will not be any additional money for car seats this year so there will be fewer car seats distributed. Kelly is guessing there will only be approximately 15 seats sent to each Buckle Up program.

Bill is working on revising the Law Enforcement guide.

## **GHSP Update**

They have 540 people signed up to attend the GHSP Summit and expect to hit the 600 mark.

## HSRC Update

The Bulk Email list for Technicians is up and running. The list has various functions for sending mail to emails to customized lists of recipients. The list is designed such that anyone can unsubscribe at any time.

## Committee Updates:

- **Curriculum** – *(Members: \*Jody, Bill, Kim, Charlene, & Frank)*

No Report

- **Policy** – *(Members: \*Suzanne, Myron, Renae, Aaron, and Allen )*

See Old Business for Instructor Relocation Policy adoption

- **Membership** – *(Members: \*Meg, Kim, Jody, and Melanie)*

No Report.

- **Communications** – *(Member: \*Bill, Cecilia, Dwight, Melanie, and Theresa )*

See old business for newsletter update.

**Special Needs** – *(Members: \*Vickie, Meg, and Sarah)*

No report

- **CPS Conference-** ( *\*Sarah & Al*)

See New Business

## Old Business

Bill will not have the newsletter completed by conference time. It is still in the works.

The final draft of the Instructor Relocation Policy has been reviewed. A motion was made to adopt the policy as in. With no discussion or objections the policy was adopted.

**New Business:**

**2012 Conference:**

There are close to 300 attendees registered. With the committee and speakers it will be approximately 330. There are 4 people who have registered for 1 day. Approximately 1/3 of the attendees will be commuting. We have 2 technicians from SC, the State Contact for DC, the State Contact from Maine, and an Instructor from Rhode Island will be attending.

Renaë and Allan reviewed the Pre-Conference clinics and who was needed to work at each of them.

Those folks not working at the clinics need to meet at the hotel at 1:00 pm on Monday March 5<sup>th</sup>.

Renaë reviewed the list of items that will be in the conference bags.

**Next Meeting is April 24<sup>th</sup> at 10 am at NC OSFM**

Meeting adjourned at 11:40.