



NC Child Passenger Safety Training Committee Meeting Minutes Conference Call

May 22, 2012

FINAL APPROVED 6-26-12

Training Committee Members present: Myron Waddell, Meg Langston, Renae Harris, Jody Piatt, Charlene Proctor, Vickie Killough, Kim Wittig, Frank Gore, Suzanne LeDoyen, Dwight Green

CPS Executive Committee Members present: Bill Hall

Not Present: Sarah Tilton, Theresa Knopps, Cecilia Saloni, Melanie Daniel, Allen Browder, Joshua DeFisher, Aaron Miller, Kelly Ransdell

Others: Bevan Kirley, Allan Buchanan,

Meeting called to order by Myron Waddell at 10:05 a.m.

Approval of Minutes

The minutes from the February meeting were reviewed and few minor corrections were made. A motion was made by Suzanne to approve the minutes, seconded by Dwight. The minutes were approved unanimously.

DOI Update

Upcoming CPS Classes:

Parkton reschedule July 23-26

Polk County June 19-22 (will probably cancel due to low enrollment)

Wilson class was cancelled

Camp Lejeune July 23

Hendersonville July 31-Aug 3

Morrisville July 30-Aug 2

Mt. Airy August 21-24

Nags Head and Wilmington will be scheduled for November

Update Classes: June 1 in Guilford County and June 26 in Vance County

PCS and Equipment grants went out. 23 PCS grants and 15 equipment grants were received.

Rena reported that everyone who sent a request will be granted some portion of what they asked for.

GHSP Update

A request was sent to make Joshua DeFisher the official state training contact with GHSP.

HSRC Update

There are currently 2372 total certified technicians and instructors in NC. Our recertification rate still exceeds the national average. We now have 25 Technician Proxies in addition to the 54 certified instructors. The addition of these proxies should help to maintain or increase our recertification rates. The contact information and list of instructors and proxies has been updated and is listed on BUNC. The Bulk Email list for Technicians is up and running. The list has various functions for sending mass emails to customized lists of recipients. The list is designed such that anyone can unsubscribe at any time. The CPS events calendar has been updated as well with some new features.

Committee Updates:

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

No Report

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

No report

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

Meg reported that Bevan's revisions to the membership application were fine and it was ready to be posted. She suggested having the application posted to BUNC June 6 and due in by July 13. The Membership Committee will review the applications the week of July 16-20 and have a recommendation to the full committee by the July 24th meeting. The new members will be notified by August 10th and both in-coming and out-going members will be invited to attend the October meeting. Myron made the motion to accept Meg's recommendation, seconded by Meg. The motion was approved unanimously. The open positions include: 1 Fire, 3 EMS, 1 Law Enforcement, and 2 Public Health/Hospital

On another note, Dwight announced he will be retiring from the NCSHP. He will be replaced by Tommy Davis as the NCSHP representative on the committee. This will take effect on July 1, 2012. Dwight also passed along from Major Harris that NCSHP is steadily trying to increase their number of technicians and is committed to supporting child passenger safety.

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

The update to the email system has vastly improved our ability to correspond with everyone statewide concerning CPS issues.

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

Theresa, Bill, Kelly, Bevan, and Vickie met to discuss the future of special needs training in NC. Bill reached out to Marilyn Bull who shared her thoughts on what the status of the Riley curriculum is. Vickie also talked to Dr. Bull and she is trying to help facilitate getting funding to move the curriculum along. A special needs class with 18 students was held in May.

- **CPS Conference-** (**Sarah & All*)

See New Business

Old Business

Bill reported that he and Bevan have been keeping a running list of possible newsletter topics, most of which have come about as a result of reading the conference evaluations. Bill asked that anyone else who had topics to include please let he and Bevan know. The newsletter is slated to go out in June. Jody submitted the name "Tech Talk" and the committee agreed that name was acceptable.

New Business:

2012 Conference Debriefing:

Bevan sent the compiled conference evals to the committee via email.

She also sent an eval to the exhibitors, but only received feedback from 2 of them. One suggestion was to have a scavenger hunt or game to drive participants to the exhibitors. Sarah has reported to Bevan that she continues to get numerous positive comments from other manufacturers about our conference.

We have had requests from other states that are looking to model their conference after ours.

Bevan reviewed the overall conference summary. Approximately 60% of the attendees responded to the survey. See the attached copy of the Conference Evaluation Summary for more details.

A discussion was held about whether to continue to offer non-CEU topics at future conferences. The committee agreed it was important to continue to offer these sessions because the topics covered were vital to real-world, everyday CPS issues. The key is to try to make sure all the sessions during a time slot on the agenda are non-CEU sessions to avoid any competitions between sessions.

Overall, the comments received were very positive. We got some very valuable feedback to use when planning next year's conference.

Bill announced the 2013 CPS Conference will be back at the North Raleigh Hilton March 4-6, 2013.

Sarah has expressed her desire to step down as committee chair. Myron asked for other volunteers from the committee to chair the 2013 Conference Planning. Meg suggested having more than one person who is in charge and to have smaller sub-committees to handle individual tasks related to conference planning and the committee chair could serve as the conference committee chair as well.

Meg made a motion to table the remaining conference discussion to the next meeting. The motion was seconded by Frank and approved unanimously.

Next meeting is June 26th conference call at 10 am.

Bevan will send out an email to see what date in mid-July will work for most folks to be at an in-person meeting/retreat.

Meeting adjourned at 12:36.