



NC Child Passenger Safety Training
Committee Meeting Minutes
Conference Call June 26, 2012
FINAL APPROVED July 18, 2012

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

CPS Executive Committee Members present: Bill Hall, Kelly Ransdell

Not Present: Theresa Knopps, Cecilia Saloni, Melanie Daniel, Allen Browder, Joshua DeFisher, Tommy Davis

Others: Bevan Kirley

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

Approval of Minutes

The minutes from the May meeting were reviewed. A motion was made by Suzanne to approve the minutes, seconded by Jody. The minutes were approved unanimously.

DOI Update

Upcoming CPS Classes:

Cumberland County July 23-26

Alamance County July 27-Aug 4

Hendersonville July 31-Aug 3 Renewal Class July 30

Morrisville July 30-Aug 2

Richmond County Aug 10-12, 17-18

New Hanover County Aug 20-23 Renewal Class Aug 24

Surry County Aug 21-24

Gaston County Aug 28-31

Dare County Nov 6-9

Kelly reported that the Buckle Up brochures are in. The DOI-OSFM office will move to the Parker-Lincoln building on Capitol Blvd. some time in November or December.

GHSP Update

Kelly reported that GHSP has given conditional approval for purchasing incentive materials for the Mountain State Fair and the NC State Fair. A Hot Cars event with the NHTSA Administrator is planned for Charlotte on July 17th. Kelly also asked that as CPS techs we take every opportunity we have to educate people about the dangers of children in and around hot cars.

HSRC Update

There are currently 2355 total certified technicians and instructors in NC. We now have 28 Technician Proxies in addition to the 54 certified instructors. We have one instructor candidate, Deshawn Wilson from Gastonia. We have one Technician Course Assistant Candidate that is waiting to get into a class. Two other applications for Technician Course Assistants have been received. Both are from Morrisville Fire Dept and one will not be eligible until August so he will resubmit his application at that time.

Bevan reported that a link has been added to the BUNC site to direct people where to get free brochures. Also, a request has been made for an official logo to use on websites of existing PCS's. The HSRC design team is working on accommodating that request and Bevan will let the committee know when its ready.

Bill reported that the new email system is working well and is being utilized quite a bit. He attended the Lifesavers Conference and reported that there were several sessions for occupant protection for children that were well attended. Bevan announced that NHTSA will be updating their image library soon for anyone looking for images for websites. Bill reported that some of the awareness curriculums like Op Kids will be released soon. There were a couple of presentations on the Standardized Technician Certification curriculum. There will be major revisions and possibly a total rewrite that will include making the student materials to be used after the class better.

Bill mentioned the release of the Instructor Development Course that is now available. The course is now available on the CPS Board website for currently certified CPS Instructors. We need to put some thought into how we might be able to use this class in NC.

Committee Updates:

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

No Report

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

No report

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

Bevan reported that she has not received any applications so far. She hopes to get the applications to the Membership Committee by Monday July 16th. The Membership Committee still has a goal of reviewing the applications and having a recommendation for the full committee at the July 18th meeting.

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

Bill reported he is behind on the newsletter, but hopes to get it out soon. He reviewed the list of articles he hopes to include in the upcoming edition.

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

Vickie met with Dr. Bull while at Lifesavers. There are several states that are moving forward developing their own special needs curriculum. Vickie is waiting for some more direction so we can decide what NC needs to do.

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

See Old Business

Old Business

2012 Conference Debriefing:

Bevan sent the compiled conference evals to the committee via email. She did a brief recap from the discussion that was held on the May conference call. She opened up the floor for further discussion.

Bill reported that we would be at the same facility and the contract had been signed. We will have more room next year so the sessions won't be as crowded and sound should be better. As a result, the date for next year's conference will be a week later, March 11-13, 2013.

A discussion was held about how to accommodate offering the opportunity to receive all 6 CEU's and how to still offer non-CEU sessions as well. The group decided that adding a session on to the first afternoon was the route we wanted to take to accommodate the additional session. Sarah suggested having the manufacturer's do two 1-hour sessions that first afternoon and then having a reception in the exhibit area Monday night. To accommodate the added cost of a reception, Sarah and Kelly

suggested raising the conference registration fee \$25. The motion was made by Sarah and seconded by Suzanne to raise the registration fee \$25. The motion carried unanimously.

Sarah suggested the next step would be to develop a timing agenda that would start on Monday afternoon at 2:30 and going thru Wednesday at lunch. Sarah will have a tentative agenda for us to view at the July meeting.

Myron asked Sarah about her intentions to stay on as Conference Committee Chair. Meg had previously suggested having sub-committees to help the conference chair. Sarah was ok with having committees but stressed the importance of having one central point of contact to do all of the communicating with masses. Bevan and Vickie suggested we give the sub-committee structure some thought and discuss it at the face-to-face meeting in July. Sarah is willing to remain as chair and will continue in that capacity until we meet in July to make any adjustments. Meg will send Sarah the information that FLSE uses with sub-committees to plan their annual conference.

New Business:

Next meeting is July 18th at OSFM at 9 am.

A motion to adjourn was made by Kim, seconded by Aaron, and carried unanimously.

Meeting adjourned at 11:33 am.