



NC Child Passenger Safety Training Committee Meeting Minutes

April 23, 2013

FINAL APPROVED 6/25/13

Training Committee Members present: Meg Langston, Renae Harris, Charlene Proctor, Vickie Killough, Kim Wittig, Frank Gore, Kathy Mellown, Suzanne Ledoyen, Aaron Miller, Melanie Daniel, Theresa Cromling, Tommy Davis

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

Not Present: Cecilia Saloni, Jody Piatt, Sarah Tilton

Others: Bevan Kirley

Meeting called to order by Meg at 10:15 a.m.

Approval of Minutes

A motion was made by Suzanne to approve the minutes from the February meeting, seconded by Frank. The minutes were approved unanimously.

DOI Updates –

Johnston County April 30-May 3

Cabarrus County April 30-May 3

New Hanover County May 7-10

Rocky Mount May 20-23

Matthews May 28-31

Fuquay June 4-7

Buncombe County July 15-18

Leland- August 13-16

Durham September 17-20

The Special Needs class scheduled for Buncombe County was cancelled due to low enrollment. After the deadline passed, several said they wanted to come. Cancelling the class causes several issues for instructors and participants who have arranged to be away from work, paid for hotel rooms,

etc. A discussion was held on how to avoid this in the future and if charging a non-refundable fee might prevent people from dropping out at the last minute. It was suggested to try tagging the class onto the 2014 CPS Conference to help facilitate attendance at the class.

Tim Bradley is retiring July 1, 2013 from OSFM to take the position as Executive Director of the NC State Fireman's Association.

There are currently 10 counties that are up and running with the CPS Diversion Program. Aaron reported that Blowing Rock PD will take over the program in Blowing Rock. Wake County is now on board with nine PCS locations people who receive citations can go for assistance. Thanks to Suzanne for helping get the Wake PCS locations on board. Several other counties are set to start up their programs in May and a few others have initial meetings set.

There is currently legislation being discussed that would charge a \$50 dismissal fee for citations for improper equipment which would include child restraints. The \$50 fee is being funneled to training programs for the SHP and the Conference of DA's. Kelly is trying to make contact with some legislators to try and have the child restraint part of that removed since we have the Diversion Programs in place.

HSRC Update:

Technicians and Instructors (as of April 18, 2013):

	Current
Total Number Certified:	2,435
Technicians:	2,423
Instructors:	54
Instructor Candidates:	2

Recertification Rates	April 1, 2013
North Carolina:	59.6%
National:	52.7%

NC Instructor Candidates:

New Instructors

- Tom Dooley – Morrisville FD
- Dashaun Wilson – Gastonia, FD

Instructor Candidates

- Bonnie Uncapher - Beaufort County
- Billie Kinstler – Gaston County (will be competing candidacy in the Concord class)

April Robertson has completed course assistantship.

NC Tech Proxies:

43 Technician Proxies

Other News

Conference Evaluations have been finished. Will send to all speakers.

Committee downloads page has been updated with technician lists and numbers.

Major effort - Assisted GHSP with MAP-21 application for program area incentive grants:

- Occupant Protection (seat belts and CPS)
- Traffic Safety Information Systems (Traffic records)
- Impaired Driving
- Motorcyclist Safety
- Graduated Driver Licensing
- Distracted Driving (previously submitted)

Are preparing and submitting comments to the Interim Final Rule

Because of changes to federal funding, CPS will now have to be a part of the overall Occupant Protection program. An Occupant Protection Task Force will have to be assembled. The CPS Training Committee will not suffice for that committee. An Occupant Protection Strategic Plan will have to be developed. There are many unknowns and anticipated changes at this time. Because there are so many unknowns about what direction things will take and how the CPS Training Committee will evolve, the Executive Committee is recommending that the open application process for new membership on the committee be suspended until more is known about the future of the program. Members who were due to rotate off in September are invited to remain on the committee or they may choose to rotate off as planned. Vickie made a motion to suspend accepting new members until more is known about the future of the committee. Suzanne seconded and the motion carried unanimously. Meg will draft something for Bevan to put on the BUNC website explaining the application suspension.

Bevan and some others at HSRC have developed an app called Time to Drive which helps parents and teen drivers track their practice driving that's required for graduated licensing.

GHSP Update

In an effort to increase seatbelt usage, they have identified the top 25 counties with the lowest seatbelt usage and met with LE agencies in those counties to ask them to beef up their enforcement efforts. During one week of heavy enforcement over 2700 seatbelt violations and 280 CPS violations were written in those counties. May is Click It or Ticket month so more emphasis will be placed on seatbelt usage during that time.

Committee Updates:

- **Curriculum** – *(Members: *Jody, Bill, Kim, Charlene, & Frank)*
Please submit any suggestions for the Update/Refresher to any of the committee members
- **Policy** – *(Members: *Suzanne, Renae, Aaron, and Kathy)*
No Report
- **Membership** – *(Members: *Aaron, Charlene)*
See New Business
- **Communications** –*(Member: *Bill, Cecilia, Dwight, Melanie, and Theresa)*
No report
- **Special Needs** – *(Members: *Vickie, Meg, Theresa Cromling, and Sarah)*
See info under OSFM class update
- **CPS Conference-** (**Sarah & All*)
See Old Business
- **Technology-** (**Meg, Kim, Kathy, Aaron, Bevan*)
No report

Old Business

2013 Conference:

Next year's conference will be back at the North Raleigh Hilton March 24-26, 2014.

Conference Expenses:

Breaks & Meals = \$38,600

HSRC Master Bill (rooms & Monday lunch) \$1000

Travel for speakers: \$700

Conference Programs: \$800

Gifts for Speakers: \$700

Awards: \$500

Signs: \$200

Vests for attendees paid out of registration \$6000

Total expenses: \$48,400

Total revenue from 2012 balance, registration & sponsorships: \$57,200

Balance Forward: \$8700

Bevan reviewed the conference evaluation results with the group (See attachment).

Kelly has someone from their staff looking for locations for the 2015 conference.

A discussion was held on the format and timeframe of the conference. The committee voted to keep the ½ day, whole day, ½ day format we used at the 2013 conference. Kelly will ask the hotel about changing the date to March 26-28 (Wednesday-Friday) so Special Needs class can be Monday & Tuesday March 24-25.

New Business:

Meg reviewed the submissions from committee members on Mission, Vision, and Goals. Some suggestions include:

- Instructor Development- webinars on various topics must complete 3 of 5

- Update the Update/Refresher

- Focus on Occupant Protection

- CPS CEU's on the BUNC website

- Plan classes for central locations each year and set the schedule a year in advance

- Strategies to increase CPS participation

- Conference Planning

- Hispanic resources

After a lengthy discussion on what direction to take and how to prioritize things that need to be done, it was decided that the top things that need immediate attention are:

- 1) Update the Update/Refresher which may include online webinars (Curriculum Committee)
- 2) Instructor Development & quality control (*Meg ,Bevan, Theresa, Sarah?, Renae?)
- 3) Proxy Development- a process for fostering the proxy process (*Melanie, Suzanne, Vickie, Kathy, Aaron)
- 4) Hispanic resources (Suzanne, Theresa, Vickie, *Bevan, Cecilia)

Each committee needs to have an update to report at the May meeting.

Future 2013 meeting dates 6/25, 7/23, 8/27, 9/24, 10/22

Next meeting is May 29 at OSFM Building at 10 am.

A motion to adjourn was made by Kathy, seconded by Suzanne, and carried unanimously.

Meeting adjourned at 3:16 pm.