

**NC Child Passenger Safety Training Committee**  
**Meeting Minutes**  
**April 25, 2006**

**Members Present:** Jody Piatt, Bill Hall, Kim Wittig, Betty Johnsey, Linda Wiandt, Kelly Ransdell, Kathy Mellown, Claudia Summers, David Poythress

**Others Present:** Stuart Jones

**Members Not Present:** Irene Godinez, Gayle Buchler, Angie Gregg, Mark Dillingham, Kenny Rhodes, Paula Bryson, Eric Morrison

Meeting was called to order at 10:25 pm.

**Review of previous Meeting Minutes**

Minutes from the 2/28/06 and 3/26/06 meetings were reviewed. With no objections, the minutes were approved as written.

**CPS Conference**

**2006 Conference Evaluations-** No formal evaluations were actually distributed, but comments from participants to committee members were mostly positive. Everyone was appreciative for the food, accommodations, and session availability. There were a couple of complaints about not being able to make sessions, but it was mostly due to individual schedules not meshing with the conference schedule. Kelly suggested making a few changes in the schedule to meet the needs of attendees. Her suggestions included going until 6:00 pm on the first day since it's a half day, end on the second day at 3:00 pm with no afternoon break, and have one general session after breakfast on the last day since the majority of people were leaving mid-morning on the last day. We could also incorporate giving away seats donated by vendors during this session. Those present could turn in their nametags to be eligible for the drawings. Kelly also asked that the committee start working on a general evaluation form that can be used for the conference in the future.

**2007 Conference Planning-** Kelly has asked for availability from the Wilmington Hilton, Sheraton RTP, and several locations in Charlotte. The committee's first preference is the Wilmington Hilton. The date will be dependent upon availability, but March or April is the preference. The committee hopes to have the location and date set by June 2006. Kelly asked that the committee to begin thinking of speakers we'd like to have at the 2007 Conference so we can let those potential speakers know to mark their calendar for our conference. Kelly also suggested looking at the workshops that were offered at LifeSavers as possible speakers for our conference. It was also suggested to have vendors at the conference and the list of vendors from LifeSavers could be a starting point.

The plan right now is attendees will have to pay a \$25 registration fee, sleeping rooms at state rate, nightly dinners.

### **Report from Lifesavers Conference**

Bill, Kelly and the OFSM IPS staff attended. Attendance at the CPS sessions was overwhelming. Kelly attended the CHOPS session that was very interesting and contained data from NC. She also attended the Spot the Tot session which will be an up and coming awareness campaign with Safe Kids. Bill moderated the CPS Technical Update 101 session and he attended a session on CPS transportation in ambulances with Marilyn Bull that was very informative. Angie's session on Cultivation and Retention went well. Several ideas related to teaching the class were offered in this session by the Sit Safe staff that we may want to incorporate in our classes. Bill attended the Instructor Effectiveness workshop where the Classroom Performance System was highlighted. This system allows students to answer questions incorporated in the PowerPoint presentation via remote control. Instructors can then gauge student performance throughout the week and see which students may need additional help prior to the final test. This would be a nice addition to our classes to incorporate with morning review. Kelly also went to CPS & Hospitals presented by Alan Korn which provided valuable information that would be beneficial for us here in NC.

**Policies & Procedures Re-write-** A revision of the Policies and Procedures has been done. Since new forms have been generated for class requests and registrations, the Policies & Procedures Committee will reexamine the document and see if further changes need to be made. Once the draft revision has been completed, the document will be sent to everyone on the committee for review.

**Committee Membership-** No contact has been made as of yet with GHSP regarding El Pueblo's involvement on the committee, but that will be done in the future. Kelly met with NCSHP and it was decided that Everette Clendenin will serve on the committee to represent them.

According to current policies and procedures, committee vacancies for the upcoming term are to be published on the website in April. Jody, Kim and Eric are the members who are to rotate off in 2006. These three will also serve as the Membership Committee that will review all applications and make recommendations to the full committee for new members unless they choose to reapply for membership. Anyone wishing to apply for membership should submit the application to CPSRC by June 16<sup>th</sup>. Bill will make a few revisions to the application to put more emphasis on the attendance commitment. Once revisions are made, he will send the application to the committee for final review and then post on the website.

A discussion was held on how to handle absenteeism of current members. It was decided to table this discussion and reach a decision at a future meeting.

**Refresher/Update Class Creation-** Since Safe Kids anticipates their refresher not being available until 2007, the committee will develop one of our own to use in NC. Kelly said there were some states that had already developed a class that we may be able to use as a guide. The curriculum committee will work on this. Kathy, curriculum committee chair, will contact Janet Brooks in Utah to see if we can get a copy of what they have developed. Bill will also contact the other state contacts to see if they have anything we can use as well.

**Freakanomics Report & Rebuttal-** The report on 20/20 was not as negative as was anticipated. Safe Kids has speaking points about this on their website. To date, no calls have come in regarding this.

**Class Reports- Upcoming Certification & Awareness-** There are a couple of certification classes with low registration numbers that are in jeopardy of being cancelled. Rutherfordton is slated to begin May 5<sup>th</sup>, but only had 6 registered. Guilford is to begin May 15<sup>th</sup> and has 15 registered to date. Albemarle is scheduled for June 5<sup>th</sup>, but the Fire Department who originally wanted the class has backed out and now only wants the Awareness class. There is a small fire department in nearby Cabarrus County that would like the class, but on weekends. Finding instructors to accommodate the weekend schedule has been difficult. It remains still up in the air as to what will be able to be done, but it will not be held in Albemarle as planned. Surry County class was to begin April 24<sup>th</sup>, but was cancelled due to low registration.

Certification Classes will be held in Elizabeth City in May and Greenville, Creedmoor, and Asheville in June.

Awareness classes are on-going. It is sometimes difficult to find instructors for these because of the demand.

Two renewal classes are scheduled: Asheville on May 23<sup>rd</sup> and Kinston on May 10<sup>th</sup>.

**Safe Kids Week-** The focus of Safe Kids Week will be on Water Safety. The list of events for all the state coalitions and chapters will be listed on the state's Safe Kids website the week prior to the events.

Bill recognized Claudia Summers and Velvet Waters as the newest NC Instructors.

Bill also advised that the latest edition of the Instructor CD with NC Laws is available for download on [www.buckleupnc.org](http://www.buckleupnc.org)

The next meeting will be held on May 23<sup>rd</sup>. With no further business, the meeting adjourned at 3:40 pm.