

NC Child Passenger Safety Training Committee
Meeting Minutes
October 24, 2006

Members Present: Jody Piatt, Kim Wittig, Linda Wiandt, Kelly Ransdell, Angie Gregg, Margaret Landon, Eric Morrison, Betty Johnsey, Paula Bryson, Bill Hall, Mark Dillingham, Claudia Summers, Robin Deal, Ryan Jackson, Myron Waddell, Stacie Cruz

Others Present: Allan Buchanan, Renae Harris

Members Not Present: Kathy Mellown, Kenny Rhodes, Irene Godinez, David Poythress

Meeting was called to order at 10:02 am.

Chairperson Betty Johnsey welcomed everyone and introduced the new members Ryan Jackson, Robin Deal, and Myron Waddell.

Minutes from the September meeting were reviewed. It was noted that the Curriculum Committee was unable to meet on October 23rd as indicated in the September minutes. Claudia Summers made a motion to approve the minutes, Eric seconded. The minutes were approved as written.

Committee Structure

Copies of the Committee Policies and Procedures and Committee by-laws were distributed. New members were encouraged to read and become familiar with the document. Betty stressed the attendance policy and encouraged members to take the commitment to the committee seriously since 60% of the membership must be present to conduct committee business.

Chair-elect Paula Bryson reminded everyone of the confidential nature of the committee business. Bill will publish those things that are open to the public on the website.

Betty reviewed the structure of the subcommittees for new members. New members were given opportunity to choose a subcommittee to work on. New members chose the following committees on which to serve:

Robin Deal- Communications
Ryan Jackson- Curriculum
Myron Waddell- Communications and Policies & Procedures

2006-2007 Subcommittees:

Communications: Bill Hall, chair- Robin Deal, Myron Waddell, Linda Wiandt, and Margaret Landon, Irene Godinez

Curriculum: Kathy Mellown, chair- Bill Hall, Mark Dillingham, Betty Johnsey, Angie Gregg, Paula Bryson, Ryan Jackson

Policies & Procedures: Betty Johnsey, chair- Paula Bryson, Claudia Summers, Myron Waddell

Membership: composed of members rotating off the committee at the end of their term

Ad Hoc Committees will be added for temporary assignments as needed.

Kelly reviewed the committee's travel policies. Members will be reimbursed for hotel, mileage and meals at state per diem. The Wingate Inn in Garner is now requiring a three week advance reservation to guarantee state rate. Mileage will be reimbursed at \$0.445 per mile. If special subcommittee meetings are called, the chair of that committee should notify OSFM so a BTA can be prepared in advance to guarantee quick reimbursement.

Bill also reminded everyone of the committee's restricted access page on the buckleupnc.org website as a resource. There is also a calendar posted for everyone to see upcoming CPS events. In addition, Bill is designated as CPS State Contact and can access information from NHTSA on technicians across the state. Kelly and Angie also have administrator access on the Safe Kids website and can access information on that website.

2007 NC CPS Conference

Betty asked for a report from everyone on their assignments from the last meeting.

Stacie: Chris Broom from NHTSA will be able to come.

Kelly: Spot the Tot-Safe Kids Worldwide has been confirmed. Lori Walker will do this session. Kerry Chausmer can come for the first general session. Tom Vitaglione from the Child Fatality Task Force can come for the luncheon as a speaker. The group also decided to invite Senator Purcell to the luncheon and recognize him for his legislative work.

Linda: Robin Deal agreed to do the Hospital Technical Issues class and she also thinks she can get the nurses in attendance CEU's.

Bill: Technical Issues 101: Bill has gotten agreement from Artie Martin to come, but she has to get permission from her supervisors to attend. He is still waiting to hear back from her. He is fairly certain that someone from Britax can come as well.

Angie: Instructor Effectiveness: she contacted Jeff Hallowern about coming and is waiting to get confirmation from him.

Product Update: Linda reported that as far as she knows, Patsy Pilcher is the only one that has confirmed coming. Kelly suggested that we conduct the workshop like they did at Safe Kids Worldwide as a round robin with individual seats at stations with individuals at each station to review the seat highlights. Betty and Linda will communicate on which vendors to contact for new products they can send for us to display at the workshop.

Ryan: CPS for Law Enforcement- Paula gave some recommendations to Margaret for possible speakers. Ryan and Margaret will continue to work on this session.

Myron: CPS Case Studies- Jody talked to Stan McHenry about helping with this session and he has agreed to do it. Myron will further communicate with Stan to confirm.

Bill: LATCH & Tether- If Artie and Britax can come for the Technical Issues 101 session, he will ask if they can also do this session. Kelly also recommended asking Steve Wallen from Safeguard to help with this.

Betty: Hispanic Outreach- Margaret has gotten confirmation from Trooper Jose Magana and Jorge Brewer from SHP and they can teach this session. Stacie suggested also contacting Charlie Pardo to help. Stacey will contact him to check on availability. Paula also suggested contacting Charlene Proctor from Rutherford County Safe Kids to help as well.

Mark & Eric: Problems and Fixes- Mark and Eric will teach this session.

Linda & Bill: New Vehicle Safety Systems- Linda has tried unsuccessfully to reach the contact at TACATA. Bill suggested Artie Martin could be used. Paula and Kelly suggested using a speaker they heard at Safe Kids Worldwide. They gave Linda his contact information. It was suggested that we combine the LATCH & Tether session with this one to make one session since Artie will be used for both.

Bill and Kelly suggested using Lori Walker to do a session on Tweens to fill the gap created from combining LATCH & Tethers with New Vehicle Safety Systems session.

Claudia: Strategic Use of CPS Skills- Pam Holt is pretty sure she is not available, but she's trying to get a list of other possible sources to teach the session.

Registration: Bill reported that the online registration form is nearly ready. Once registered, a preliminary confirmation will be printed and mailed in with a check. Once payment is received, a final confirmation will be sent via email. There will be a separate registration form for those who will be attending the Update/Refresher. There is a \$75 registration fee and rooms are paid by attendees as well. The form will hopefully go live

this week. A notice will be emailed to all current technicians and instructors in the state via email once the site is live.

Membership Vacancies

After discussion by the committee, the committee decided to extend letters of invitation to Stacey Graves from Chapel Hill Fire Department and Amy Krise from Charlotte Fire Department.

Update/Refresher Curriculum

The October 23rd meeting of the Curriculum Committee was postponed until November due to several committee members being unable to attend. The Curriculum Committee will meet prior to the December 5th meeting to finalize the draft of the Update/Refresher class which will be presented to the full committee at the December meeting. The committee will come December 4th at 10:00 am to attend the pilot of the Update/Refresher. Bill asked that committee members look at the draft that is online and make suggestions to the Curriculum Committee for changes.

NHTSA Funding

The appeal to NHTSA for the Safety Lu money has been denied and their decision to withhold the money for this year was upheld based on our CPS law exemptions. There will be no Buckle Up seats this year as a result of losing this funding. Kelly encouraged everyone to notify local community members and legislators of this loss so they can be aware of what is going on.

There is \$50,000 in the current budget to use for as many CPS classes as we can. As decided earlier, instructor expenses (hotel, mileage, and meals) will be paid for those teaching classes. OSFM is exploring some other funding options through grants so there may be some honorarium for instructors.

Running the class through the community college system is also being investigated, but the issue of additional registration fees for non fire, police and EMS workers could pose a problem. Also, the student to teacher ratio is different and the community college is not likely to pay to have the number of instructors we would require.

NC CPS Technicians- Status Report

Bill distributed a handout with the most current Safe Kids Certification data for North Carolina. North Carolina currently has 66 instructors and 1681 technicians.

Buckle Up Brochure Revision

Kelly distributed the current Buckle Up Brochure and asked committee members to review it for content and be prepared to make suggestions on changes at the next meeting.

Bill also reminded everyone that any publications regarding NC law have been updated to include the new addition to the seatbelt law effective December 1, 2006 and people should be sure they have downloaded and are distributing the most current information.

Conference Call for Meetings

On days when the agenda is not as extensive, the option for conference calls for meetings is now a possibility. For local people, they could still come to OSFM while those that are farther distances away could call in.

The next business meeting will be on December 5th and the Update/Refresher pilot will be held for the committee on December 4th.

With no further business, the meeting adjourned at 2:35.