

NC Child Passenger Safety Training Committee
Meeting Minutes
December 5, 2006

Members Present: Linda Wiandt, Kelly Ransdell, Betty Johnsey, Paula Bryson, Bill Hall, Claudia Summers, Robin Deal, Ryan Jackson, Myron Waddell, David Poythress, Amy Krise, Stacey Graves, Irene Godinez

Others Present: Allan Buchanan, Renae Harris

Members Not Present: Kathy Mellown, Margaret Landon, Mark Dillingham

Meeting was called to order at 10:05 am.

Chairperson Betty Johnsey welcomed everyone and introduced the new members Stacey Graves and Amy Krise

Minutes from the September meeting were reviewed. The only correction was in the spelling of TAKATA. Minutes were approved.

NHTSA Decision:

Kelly explained situation with loss of funding from NHTSA and current activities to try to change the NC law to remove or change the restraint exemption of “tending to personal needs”. The Child Fatality Task Force is spearheading the move to make this loss of funding known. The Associated Press has picked up this information, and are currently reporting the issue. Also, some local and state representatives have been made aware of this. Members can expect to hear more in their area. The issue at hand is that there will be NO Buckle Up seats this year, and a very limited number of funding for classes. Members are urged to call their US, House and Senate members as well as local NC representatives to make them aware of the loss of crucial resources to their districts. OSFM has forms/letters available to help you make contact if necessary, but a personal visit would have more power.

Committee Structure:

Policies & Procedures/By-Laws:

Betty handed out copies of the Committee Bi-Laws and Policies and Procedures to the new members and explained what is expected of each member. She also reminded each member of the committee calendar on the www.buckleupnc.org website. The committee was reminded of the committee confidentiality policy as well.

The preliminary 2007 meeting dates are scheduled as:

January 23	August 28
February 25 (prior to CPS conference)	September 25
March 13 (moved due to the Lifesaver Conference)	October 23
April 24	December 4 (combined Nov & Dec. mtg)
May 22	
June 26	
July 24	

Revised 2006-2007 Subcommittees:

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

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

Policies & Procedures: Chair-Betty Johnsey, Paula Bryson, Claudia Summers, Myron Waddell, David Poythress, Stacey Graves

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. 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.

Committee Resources:

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 the Downloads section, you can access the minutes, technician and instructor information, committee forms and committee works in process. 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. If you are in need of a list of technicians in your area, contact Bill to request this resource.

Bill discussed the username and password to the restricted area. This access information has not been changed in the past. Bill brought up the discussion of changing the username and password in keeping with the confidentiality policy. There was a motion to change access to individual usernames and passwords. Motion seconded, and passed.

2007 NC CPS Conference

Vendors that are coming only to "vend" must pay vendor fee only.

Vendors that are coming to "vend" and to present a workshop, must pay the vendor and registration fee. They must also do this if they plan to obtain CEU's.

Presenters to the conference can have their expenses reimbursed. If they plan to obtain CEU's, they must register as well. Their registration fee will be waived.

Expenses for presenters/instructors that are not a vendor will be reimbursable. Their registration fee will be waived.

Workshops and Speakers**CEU credit classes are marked with a (*)****Monday:**

12:00-1:15pm-Lunch & General Session:

Welcome

Safe Kids CPS Recertification Overview (Kerry Chausmer)(confirmed)

1:30-3:00pm- Breakouts:

*Hospital Technical Issues (Robin Deal) (confirmed) Linda moderator*Tech Update 101 (Artie/Bill) (confirmed) David moderatorPermanent Checking Stns./Installation Ed. Program Panel(Police,
Fire,EMS, Hosp., Health) Angie moderator

3:30-5:00pm- Breakouts:

*Product Update (Britax, Evenflo) (Amy Krise)(confirmed) Claudia
moderatorCPS for Law Enforcement (Smoky Mountain Executive Law
Enforcement Association)(agency confirmed, no name)(Ryan to f/u)
Ryan moderator*Tech Update 101 (Artie/Bill) (confirmed) Betty moderator**Tuesday:**8:30am-Breakfast (**Speaker?**)

9:30am-11:00am- Breakouts:

*Product Update-(Amy Krise) (Confirmed) Stacey moderatorSpot the Tot- (SKWW, Lori) (confirmed) Kelly moderator*LATCH/Tether-(Said/Walen?) (**Bill to follow-up**) Mark moderator

11:15am-12:45pm- Breakouts:

Hispanic Outreach- (Jose/Jorge Brewer(confirmed)
(possibly one other presenter) **Stacey Graves to follow-
up** Irene moderator*Problems & Fixes-(Mark Dillingham, Eric Morrison) (confirmed)
Robin Moderator*CPS Case Studies-(Stan McHenry) (confirmed) Myron moderator1:00pm-2:15pm- Lunch and General Session- CPS in NC (Tom Vitaglione) and
Recognize Senator Purcell (confirmed)

2:30pm-4:00pm-Breakouts:

Hispanic Outreach- (Jose/Jorge) (confirmed) Irene moderator*New Vehicle Safety Systems- (TAKATA/Artie Martin)
(confirmed) Myron Moderator*CPS Case Studies- (Stan McHenry)(confirmed) Ryan moderator**Wednesday:**

9:15am-10:45pm- Breakouts:

*New Vehicle Safety Systems-(TAKATA/ Artie)(confirmed)
Claudia ModeratorSenior Checkers- (**Victoria Whitlatch?**) **Paula to follow-up**
Kathy moderatorStrategic Use of CPS Skills- (Lori Walker) (confirmed)
Paula moderator

2:00pm-4:00pm- CPS Clinic for skills and check-offs-
(Training Committee Members participating) (two locations)

Committee Responsibilities:

Moderators are responsible for a sign-in sheet at their designated workshop. This sheet will be kept on file for future reference. The moderator will also be responsible for distributing a certificate of attendance to the participant. Discussion raised about continuity of attendance certification. This discussion was tabled it was asked to direct concerns/questions to Kelly, Betty or Bill.

Vendors:

It was mentioned that the vendors are asking about a registration form and cost to attend as well as the content of what is expected of them. Bill to work on this in the online registration. Once looking at the budget and what is feasible, there will be a report on whether the vendors will have to pay a registration fee on top of their vendor fee.

Scheduled Vendors include:

Mike Bosley-Beam Seat Belts
TAKATA-Richard Costello
Five Star Commitment
Britax-(as a display)
Evenflo-(as a display)

Other Vendor Issues:

Safe Ride News will send order forms to be distributed.

Linda & David will follow-up with Dorel and Graco to request that they would at least provide seats for display.

Presenter forms:

Workshop descriptions need to be submitted by January 1, 2007. Send to Betty and Cc: Kelly and Bill.

Registration:

For CPS Training Committee, your room for Sunday through Tuesday night will be master billed. Training committee mileage, meals through start of conference, as well as Monday and Tues. night dinners will be reimbursable. Any agency/company donation that would pay for any part of these expenses would be appreciated. If any of the committee plans to stay on Wednesday evening for the Update/Refresher class, their room will be reimbursable at the conference rate.

There are currently 25 registered for the Update/Refresher Class. The participant cap has been changed to 50.

Workbooks

A discussion regarding the creation and distribution of "workbooks" was raised. This was discussed in a previous meeting. The notebook would be a binder with tabbed sections that detail the workshop topic, presenter and times. There will also be space for the

participant to take notes on the workshops. A question was raised as to whether we want these to be made available to participants upon check-in. GHSP had stated that they would be able to provide these “workbooks”. Follow-up will be made and reported at the next meeting.

Update/Refresher Curriculum

The Update/Refresher Curriculum was presented to the full committee at the December meeting. The committee made changes to the curriculum. Bill will make corrections and will present the new draft to the committee in January.

Membership:

The NCSHP has made changes and Margaret will no longer be on the committee. We will know more soon.

Paula is changing positions at MSJ and her status with Safe Kids and the committee is not clear at this time. She will let the committee know her status by the first of the year.

Buckle Up Brochure Revision

The committee had time to review the brochure for any needed revisions. A change, was recommended, to extend the weight ranges for rear facing convertible seats should be extended to 35 lbs.

Other Business:

Bill handed out cards with information on buckleupnc.org, NC laws and recommendations.

Betty brought to the table that any requests of the committee members to review materials being worked on by the committee to actually be reviewed. There has not been enough response from members when asked for reviews.

With no further business, the meeting adjourned at 3:40pm.