

NC Child Passenger Safety Training Committee
Meeting Minutes
March 13 2007

Members Present: Kelly Ransdell, Irene Godinez, David Poythress, Amy Krise, Ryan Jackson, Angie Gregg, Claudia Summers, Myron Waddell, Kevin Hennelly, Stacey Graves, Linda Wiandt, Shannon Bullock

Others Present: Allan Buchanan, Renee Harris

Members Not Present: Kathy Mellown, Betty Johnsey, Mark Dillingham,

Meeting was called to order at 10:05 am.

Bill Hall leading the meeting due to absence of Chairperson and Vice-Chairperson.

Minutes:

Minutes from the January meeting were reviewed. Only change is to add Robin to those in attendance. No other corrections made. Minutes approved with the one correction.

Review of Meeting dates:

April 24, 2007

May 22, 2007

June 26, 2007

July 24, 2007

August 28, 2007

September 25, 2007

October 23, 2007

December 4, 2007

Training Committee Operations, Communication & Attendance:

Kelly and Bill reminded the committee that the meetings are pre-scheduled and members are expected to attend. The meetings will not be rescheduled unless there is a conference or event that outweighs the meeting (ie: Lifesavers Conference etc.). If you are scheduling a class or other event please try to take into consideration the Training Committee schedule prior to scheduling other items. Reminders will sent in advance as possible.

Introduction of Shannon Bullock from the GHSP.

CPS week has been moved to the week of September 21, 2008

2007 NC CPS Conference Review

Bill stated that he has not been able to complete any type of report from the evaluations as of yet. They will be reviewed and a report will be given as soon as possible.

Comments from visitors from other states were very positive as was the comments from those in attendance.

Statements from the committee included:

Some members are willing to review the evaluations in order to expedite the information.

Improvements/Concerns:

- Need a Conference Committee rather than an Ad Hoc approach to the conference.
- need an overall evaluation
- some sessions too long
- Some concern from attendees that they had to put their name on the eval/CEU form and did not feel comfortable with this.
- The CEU sessions trumped the non-CEU sessions.
- Be sure the content is CEU worthy (ie: Crash Reconstruction also labeled as CPS Case Studies, was it technical and CPS related?).
- The attendees and the presenters of the Hispanic Outreach Class want to look at trying to make their presentation CEU worthy.
- The Tech Update class was more of an advertisement than an update.
- The hotel made the conference difficult due to “nickel & diming” and poor customer service.
- Lack of communication between members as to times, locations, equipment etc.. Lack of communication as to presenter’s arrival and needs.
- Need to have conference finalized in spring prior to conference.
- Two workshops rather than three at a time would help attendance and room size.
- Two full days of conference rather than 2 1/2 days.
- Mid-week conference rather than a weekend.
- People left after obtaining their 6 CEUs even though there was more conference left.
- Difficulty in getting vendors to the conference. Time may be better spent trying to get them to send seats or sponsoring the conference.
- Kelly thanked those who brought items to share at the conference and also thanked those members who stepped in and helped where needed. She also thanked Renee & Allen for all their extra help in set-up and break-down.
- New policy is to set a date for payment for registration. If they have not paid by a certain date, then their registration will be revoked.
- If registrations are out-of-state may merit charging an out-of-state fee. Also recommended an early-bird and late-registration fees.
- Scale back CEU class offerings.
- Publish that presenters need to bring their presentation on a “thumb drive” or CD to use on the OSFM system.
- Were their presenter/vender evaluations and thank you’s?

Bill explained that Kerry Chausmer did review the final agenda, and agreed with the CEU assignments. The committee can draft a letter to address what the CPS

community would like to see for CEU credentialing. The committee felt this was a good idea. Robin will chair the activity of drafting the letter.

There has not been evaluations and/or thank you/s as of yet. Amy and Myron will work on what to send out and will mail or email them to those listed in the conference catalog.

2008 CPS Conference:

Conference Location:

Kelly asked members if they have any hotel information for next year's conference. Committee asked about other locations. Bill stated that there is more representation/participation from the Western Region. Rates are better in the East as well.

Embassy Suites-Concord Convention Center – No rates until more information given to hotel.

Atlantic Beach Sheraton- March dates w/ State Rates for next two years.

Amy motioned to make the conference at Atlantic Beach for the next two years. Myron seconded the motion. Committee voted unanimous for the Atlantic Beach Sheraton for the next two years.

Conference Dates:

Kelly reviewed possible dates for next year's conference in relation the Lifesavers Conference and Fire & Life Safety Conference. Possible dates in order of preference are:

March 11&12, 2008, March 4&5, March 5&6

March 10&11, March 3&4, March 4&5

Cap at 250 attendees and presenters.

Discussed whether a CPS clinic will be offered at the 2008 conference. The population is lower in this area, so this needs to be discussed further. It was a lot of work and may not be beneficial. The Update/Refresher Curriculum could also be offered at the end of the conference as it was this year. It was mentioned that it was offered in conjunction w/ the conference this year for a specific reason and that this wouldn't be necessary next year. This and details of the conference will be explored further at a later date.

Ryan mentioned working on obtaining sponsorships for the conferences in order to offset costs. Kelly stated that there needs to be a committee set up to work on this activity.

Update/Refresher Curriculum:

Question rose as to how many credits were obtained in the Wilmington class. The Wilmington class basically finished the slides just after lunch rather than 5pm as scheduled. Bill offered to allow anyone that wanted to leave at that time could and would

receive 4 CEU credits, if they stayed for a hands-on, they would get 5 Cues and if they really wanted their 6 CEUs, then they could stay and work with the instructors for 6 CEUs.

Bill brought up question of do we want instructors to have attended an Update/Refresher Class in order to teach that class themselves?

By vote the decision was made that:

The NC Update/Refresher Curriculum can be taught by Certified Technician Instructors and approved Mentored Technicians and Instructor Candidates.

It was brought up that training seats are needed to demonstrate techniques and features.

There is a reminder placed in the curriculum instructor packet that not every class will have technicians that are up to date. Bill also offered that if the committee feels that we need to revisit the amount of CEUs offered for this class that we can do so. Also, the online registration is available if instructors wish to use it. If they want their classes posted on the buckleup website, they need to send the information to Bill.

New Certification Curriculum:

A discussion arose about the new NHTSA Certification curriculum and hosting a Train the Trainer. OSFM will check for availability for space in Greensboro.

Update of scheduled classes has been distributed to the members.

Membership Issues:

Open Chair-Elect Position:

Nominations: Claudia Summers as Chair-Elect

Amy Krise as Secretary should Claudia be elected to the Chair-Elect position.

Discussed amending the requirement of being able to serve on the executive committee after 6 mo. of service rather than 1 year. Linda moved to waive the one year service for the secretary position. Move passed.

No new nominations.

Nominees elected as:

Claudia Summers-Chair-Elect

Amy Krise-Secretary

Committee Seats:

There are vacant positions on the CPS Committee. Those vacancies are:

Special Populations

(2)Hospital

(2)Law Enforcement

EMS

Discussion of those who can be nominated into the positions. There was a motion to post the vacant committee positions for applications rather than committee nominations due to lack of knowledge of better qualified persons. Motion passed. Vacant positions will be posted on the buckleup website.

Instructor Candidate Applications:

Charlene Proctor

Leah Shepler

Both have completed all requirements, been approved on the national level, and meet qualifications based on the old candidacy requirements. They are scheduled for their Candidacy classes pending Committee approval. Committee approved their candidacy and their class placements.

Other instructor contracting issues were discussed.

NC/National Instructor Candidacy Process:

Based on the new National Instructor Candidacy requirements beginning April 1, 2007, the committee discussed revising NC policy on the IC process. The major change is that those who wish to apply must act as a Class Assistant prior to become an Instructor Candidate.

There was a discussion that there has been a lack of Basic Awareness classes requested and/or offered. This in turn, hinders those wanting to become and instructor. There was a discussion of offering a shorter one day class. Having this will promote a basic knowledge of Child Passenger Safety and to allow those wishing to become an instructor to complete their requirements. Also mentioned a shorter 4-hour class may be useful due to EMS goals in transportation and wanting a class for credits.

A Discussion arose that teaching methodology is a very important part of being an instructor. There is a possibility for a sign-off type of system as to potential candidates teaching skills. Currently there is an affidavit required of the potential candidates as to their CPS skills, CPS teaching skills, and basic teaching skills.

Bill asked if anyone is willing to work on this issue and how to proceed. Linda Wiandt and Stacey Graves will head the research and development. Bill will provide some research information.

Other Business:

Update on NC CPS Bill

A House Judiciary Committee assigned to review the bill for full House approval stated: There were concerns expressed that that the money will not come even if law changed, and that don't want people tell us what to do. They want to look at alternative wording. The Committee passed it 10/2 pending review other funded state's wording of their laws.

Committee Communication:

Bill offered up a committee email system to assist with communication. Discussion of possibilities. Need to register with your real email address rather than an alias email address.

Discussion of teleconferences rather than on-site meetings to save money. Committee majority comfortable with this option.

Posters:

Tabled until next meeting

Look for email regarding next meeting logistics.

Meeting adjourned at: 2:48pm