



NC Child Passenger Safety Training Committee
Meeting Minutes
February 24, 2009
DRAFT

Training Committee Members present: Kathy Mellown, Vickie Whitlatch, Sarah Tilton, Robin Deal, Renae Harris, Kevin Hennelly, Ryan Jackson, ~~Amy Krise~~, Meg Langston, Jody Piatt, Richard Sales, ~~Cecilia Saloni~~, Leigha Shepler, Alan Stulick, Myron Waddell, Linda Wiandt, Kim Wittig

CPS Executive Committee Members present: ~~Shannon Bullock~~, Bill Hall, Kelly Ransdell

Training Committee Support: ~~Allan Buchanan~~, Allison Cummings, ~~Angie Gregg~~, ~~Jan Parker~~, ~~Pam Becker~~

Excused Members: Amy Krise, Cecilia Saloni, Shannon Bullock, Allan Buchanan, Angie Gregg, Jan Parker, Pam Becker

Not Present:

Meeting called to order by Chair Mellown at 10:39 am. Chair Mellown welcomed everyone to the meeting and introductions were made.

Minutes

Robin Deal made a motion to accept the minutes from January 27, 2009, seconded by Linda Wiandt.

Old Business:

- None reported

New Business:

- None reported

HSRC Update / Bill Hall reported:

- **Recertification Rate/Numbers**
 - Lists uploaded at www.buckleupnc.org
 - As of last week
 - 2072 technicians current
 - 26 due for recertification in March
 - 124 due for recertification in April
 - 106 due for recertification in May
 - Concern for numbers and areas of those coming up for recertification
 - How can we help?
 - Volunteer needed to manage coordination of communication, etc.
 - Identify who is doing what where and develop plan from there
 - Vickie, Meg

- **Update Refresher registration system**
 - Last week uploaded revised draft
 - Includes revision ideas made
 - How many CEUs do want to allow from one location?
 - Need instructors to do updates in local areas to limit travel expenses
 - OSFM can fill in gaps
 - Forward information on local updates – can be entered at buckleupnc.org
 - Instructor and Technician list serve available for communication

OSFM:

- Classes - Renae
 - 03/17 Raleigh, NC - Renewal
 - 03/23-03/26 High Point - Certification
 - (1) Instructor Candidate
 - 03/23 Nags Head, NC – Certification - controlled
 - 04/06-04/09 Goldsboro – Certification – state – need 1 instructors all day & 1 day
 - 04/28 Lincolnton, NC - Certification
 - 05/04 Shelby, NC – Certification
 - 05/18 Asheville, NC - Renewal
 - 05/18-05/21 Selma, NC – Certification – state – need 3 more instructors
 - 05/19 Asheville, NC – Certification
 - 06/01-06/04 Fayetteville – Certification – state – need 4 instructors
 - Tentative classes planned – concern of financial support
 - 4-5 classes planned have community college support, but support varies
 - GHSP has had contact from Camp Lejune to set-up CPS program
- Easel charts, brochures available (Kelly)
 - Buckle-up redesign after conference
- Permanent checking station grants (Kelly)
 - Renae reviewing application verbiage
 - Should the NC policy require a set number of technicians (at least 2)?
 - 40 at \$500 OR 20 at \$1,000?
 - Policy Committee to review **Permanent Child Passenger Safety Checking Station Criteria**
 - Need to communicate it is okay to set hours and turn people away in off hours

Committee Updates

Curriculum – (Members: Vickie, Bill, Jody, and Kim)

- Committee members please review refresher material

Policy – (Members: Myron, Robin, Renae, Meg and Sarah)

- Need to work on **Child Passenger Safety Training Class Registration and Reporting**
- Need to review **Permanent Child Passenger Safety Checking Station Criteria**

Membership – Membership Committee: *(end terms Sept 2009 - Amy, Ryan, Robin, and Myron)*

- No update

Communications – *(Member: Bill)*

- No update

2009 CPS Conference – *(Members: all committee members, Kim & Sarah lead)*

2010 Conference Location

- Atlantic Beach - agreed
 - March 11-12, 2010
- Will honor state rate

Supplies Needed:

- Arm bands – Kelly/OSFM
- Raffle Tickets – Kelly/OSFM
- Awards Presentation PowerPoint – all awards
 - Kim Wittig
 - Submit pictures to Kim ASAP
- Sarah to send survey file to Bill
- Sarah to complete Moderator and duties assignments and distribute
 - Will post inside supply room
- Sarah to compose script for session opening – 5 minutes late, stamp, no chairs pulled in, session closed, technicians responsibility to keep book
- Stage decorations – Kevin Hennelly

Table/vendors – Kevin and Amy

- Exhibit tables to be set up in hallway
- Received from:
 - Combi
 - Britax
 - Evenflo (on it's way)
 - First Years / Learning Curves (on it's way)

Sponsors - Amy and Leigha

- Geico has indicated they will sponsor at some level – level to be determined
- Combi has submitted sponsorship at the Bronze level of \$500.00 – have artwork
- Crumley and associates has submitted sponsorship \$1,000.000
- State Farm \$2,000.00 confirmed by Kim Herrmann
- Safe Kids Chowan County – shirts for committee
- Safe Kids Charlotte Mecklenburg \$500.00 (to be submitted)
- Britax has submitted sponsorship at the Platinum level of \$2,500.00 – artwork submitted

Door Prizes – Angie, Richard and Vicki

- Put raffle ticket in registration bag
 - Confirm with Kelly we have tickets
 - How TBD
- Crumley & Associates
- Amy Krise
- Leigha Shepler
- Britax seats
- Sunshine Kids Seats
- Sarah to check with Combi, Evenflo & First Years

Awards – Myron

- Bill Hall Achievement Award
 - Criteria for nominations – dedicated to CPS, major impact (law maker, community, state) and made a difference
 - **Recipient Larry McMahan (not attending conference)**
- Saves
 - (1) save submitted by Amy Krise
 - Matthews Police Officer installed seat and then responded to crash
 - **Recipient**
- CPS Program of the Year
 - Ft. Bragg Fire Emergency Services
 - Nominated by Steven Stewart
 - Safe Kids Western NC
 - Nominated by Beverly Britt and Vickie Whitlatch
 - **Recipient Ft. Bragg**
- Technician of the Year
 - Jody Shelton
 - Nominated by Leigha Shepler
 - Michelle Rich
 - Nominated by Heather Morgan
 - Jena Johnson
 - Nominated by Beverly Britt and Vickie Whitlatch
 - **Recipient Jody Shelton**
- Instructor of the Year
 - Jennifer Cooke
 - Nominated by Amy Krise
 - Vickie Whitlatch
 - Nominated by Charlene Proctor
 - Allan Buchanan
 - Nominated by Leigha Shepler
 - **Recipient Vickie Whitlatch**
- Advocate of the Year
 - Jim Long – wife will accept

- GHSP has agreed to pay for awards

Volunteers – Robin

- Suzanne will not be able to attend conference
- Thank you for her offer – agreed to go with centerpieces placed by hotel

Speakers/Programs – Sarah

- CEU approval completed all sessions (1) CEU – Manufacturer’s Update (2) CEU – **CPS CEU EVENT ID: 20457NC** should be on each page of the program that a CEU stamp will be placed.
 - Vera Fullaway - Combi
 - Kim Herrmann – Safe Kids Worldwide
 - Krista Regan, Office of the Chief Medical Examiner
 - Eric Dahle – Evenflo
 - Sarah Tilton – Britax Child Safety, Inc.
 - Kathy Mellown & Jody Piatt
 - Child Restraint Product Update
 - Britax – Sarah Tilton
 - Boulevard CS
 - Advocate CS
 - Combi – Vera Fullaway
 - Evenflo – Eric Dahle
 - First Years – Tony Jirisha
 - Graco – Kim Wittig
 - Sarah to send files supplied by Graco
 - Update on Nautilus
 - Arm rests assembled out of box
 - 6 years harness
 - 9 years booster
 - Snug Ride 32
 - Same seat as Safe Seat, just labeled differently per Carol Helminski at Graco
 - Sunshine Kids – Renae Harris
 - Radian XT
 - Monterey Booster Seat
 - Panel presentation and then hands-on of each product. **MUST** stay 2 hours for 2 CEUs.

Speaker Gifts

- Safe Kids Union County – Jennifer Cook
 - Beach towels
 - Quantity ?

Entertainment - Jody

- DJ confirmed – Wayne Covington
- Advised he needs to register for conference on-line, registration fee waived

- Will pay \$100 for mileage, etc.

Registration - Bill

- Conference Registration currently is (246) including speakers, etc., approximately 200 participants
- Friday is cut-off for final numbers – NEED to get checks in

Committee & Conference T-Shirts – Alan

- Shirts have been ordered
 - Committee
 - Attendee

Conference Financials:

- No Update provided – previous balance was \$643.07

Registration bag goodies -

- PLEASE make sure you get the items to us before March 11 or are there at 1 p.m. with them on March 11 so the bags can be stuffed!
- El Pueblo – Notebooks
- Robin deal – pens, newborn care DVDs 4 t-shirts & goodie bag door prizes
- Britax – Side Impact DVDs
- Kathy – check with Chamber of Commerce - maps
- GHSP bags for registration - Kelly
- Kevin Hennelly
- NC Zoo – pens & magnets
- Crumley & Associates – Leigha follow-up
- HRSC – buckle up cards, refrigerator magnets, pens
- Alan Stulick – Peanuts
- Linda – pens – Coastal federal Credit Union

Special Needs - (Members: Myron, Sarah, Robin, and Vickie)

- No Update

Other:

Committee Contact Information Update:

- Kevin Hennelly
 - 704-639-7595
 - krhennelly@ncshp.org
- Sarah Tilton
 - Sarah.Tilton@Britax.com
- Ryan Jackson
 - 704-432-3975

Next Meeting: March Meeting (conference March 12-13, 2009, Atlantic Beach, NC)
Wednesday, March 11, 2009 at 1:00 p.m. for set-up

April 28 - May 26 - June 23 - July 28 - August 18 (3rd Tues) - September 29 (5th Tues) October 27

Meeting adjourned at 2:00 p.m.

Minutes by Sarah Tilton

Reviewed, revised and approved (DATE)