



NC Child Passenger Safety Training Committee Meeting Minutes

October 26, 2010

FINAL- Approved 11/23/10

Training Committee Members present: Sarah Tilton, Leigha Shepler, Jody Piatt, Kim Wittig, Dede White (call in), Frank Gore, Keith Harris, Renae Harris, Kathy Mellown, Meg Langston, Suzanne LeDoyen, Linda Wiandt, Myron Waddell (call in), Allen Browder, Dwight Greene, Melanie Daniel

CPS Executive Committee Members present:, Kelly Ransdell

Members not Present: Bill Hall, Vickie Whitlatch, Richard Sales, Sarah Tilton, Cecilia Saloni

Others: Bevan Kirley

The meeting called to order by Leigha Shepler at 10:15 a.m.

Election of Officers

Nominations for officers for the 2010-2011 year were as follows:

Vice-chair: Jody Piatt and Myron Waddell

Secretary: Kim Wittig

After a vote was held, Myron was elected as Vice-Chair and Kim will remain as secretary by default.

Approval of Minutes

With no additions or corrections to the September minutes the minutes were approved unanimously.

OLD Business

None

HSRC Update

We currently have 2227 technicians in NC.

Bevan sent out the conference registration link to the committee. The registration link is live now for everyone to register.

New Buckle Up post-it notes will be provided in the conference bags by HSRC.

Bevan sent out the CPS Award Nomination forms via email. Once the committee agrees on the content they will be sent out to the technician and instructor listserve.

Bevan is working on redesigning the BUNC website. Please email any suggestions about content or design to her.

Bevan will post the June 22 version of the by-laws revisions on the BUNC website.

DOI Update

Upcoming CPS Classes

Selma 11/4

Raleigh 11/10 Renewal

Forsyth 11/15 Renewal

Gastonia 11/15

Jacksonville 11/22 Renewal

Louisburg 11/29

Kinston 12/7

Wilkesboro 12/7

Blowing Rock 12/13

Durham 2/15

Jacksonville 3/21

Greenville 4/5

Rena reported that there will be 10 Vehicle Seat Simulator grants available. Leigha and Suzanne have been working on the application form for the grant and hope to have it out in November. The grant provides a vehicle seat simulator for agencies that teach parenting classes to ensure parents/caregivers understand the types of seatbelt systems and/or LATCH that may be available in their car.

The PCS and Equipment grants will go out in March prior to the conference.

Kelly updated everyone on the State Fair Safety City booth. A total of 90 volunteers helped out throughout the week. The preliminary numbers reflect nearly 16,000 visited the display.

Unfortunately, the booth was so busy at times it was impossible to count every single visitor. Thanks to State Farm reps and Durham County Safe Kids for making that contact to get the t-shirts donated. GHSP paid for the tent and gave us the front location in the area. Safe Kids Worldwide provided the display and all the shipping for the delivery of the display.

Kelly asked the group for feedback on the event. Myron suggested a list of volunteers be left at the gate where technicians check in to make it easier to get in. Kelly will work on the ticket issue for next year. She also suggested we may do one shift next year with 8 people instead of 2 shifts with 4 people each. Everyone agreed that the stickers were more favorable than the tattoos. Bevan reported that she had been receiving calls from people following up with information they received from the booth at the fair. Jody suggested having a current list of the Permanent Checking Stations on hand to refer parents to in their area to get additional help. Linda suggested having enter and exit

signs to help direct the traffic during busy times. Jody suggested forming a committee for next year's event to make planning and logistics easier.

Kelly also asked that we keep an eye out for sponsorship opportunities to help cover minor expenses we incur during the fair.

Kelly also said we have the opportunity to have the same demo at the race in Charlotte in May.

CPS Diversion Project Update: Bevan reported the phone calls have slowed down and Kim reported seeing fewer folks at the RMFD PCS. Meetings will be scheduled at the conclusion of the pilot to evaluate the project. Fort Bragg is going to start a pilot on base with their 16 PCS locations so anyone on base that receives a CPS violation will have to visit their PCS to avoid an appearance in JAG.

The contract process for the North Raleigh Hilton to be the location for the 2012 CPS Conference has begun. Thus far, they have met all requirements we asked for in a conference location. The room rate will be \$65.90.

Leigha asked about the status of the NC Inspection form. Kelly said it was with Bill and suggested we revisit that at the next meeting when he returns.

Committee Updates:

- **Curriculum** – *(Members: Vickie, Bill, Richard, Allen, and Kathy)*

Bevan has put the Update/Refresher link on the downloads page on the BUNC. She asked that everyone take a look at the file and have any comments or suggestion for edits ready for discussion discussed at the November meeting.

Meg and Dede have worked on the content of the folders for the certification class. The committee was in agreement with all of their suggestions. This will be covered at the Instructor meeting in January.

- **Policy** – *(Members: Myron, Renae, Suzanne, Frank, Richard, and Linda)*

The committee reported their recommendation for the CPS Awards was if the committee does not deem the nominees appropriate they reserve the right to withhold awards for that year in any category. The form is ready for distribution and will be sent out to the technician and instructor listserv.

Membership – *(Members: term ends Sept 2011 –Leigha, Kathy, Linda, Richard)*

No Report

- **Communications** – *(Member: Bill, Keith, Leigha, Cecilia, and Melanie)*

No Report

- **Special Needs** – *(Members: Myron, Sarah, Dede, and Vickie)*

No Report

- **CPS Conference-** (Sarah & All)

See above notes on 2012 Conference location.

A discussion was held on rearranging the 2011 schedule slightly to accommodate flipping the eating room to a meeting room and breaks. The schedule was adjusted accordingly to meet those needs.

Myron gave an update on the t-shirts for the conference. He and Dede will have three options for the committee to preview at the November meeting. Safe Kids Northwest Piedmont will purchase monogrammed polo shirts for the training committee.

LATCH manuals will be given to conference attendees for their conference gift.

Conference Bags: HSRC will provide post-it notes and pens, Britax will provide mouse pads, Allen will ask Jimbo's Jumbos for peanuts, Myron will check with Walmart about donating water again. Suzanne volunteered to head up organizing the donated items.

It was agreed that the speaker gift will be a flash drive again this year.

NEW Business

Linda briefed the group on the proposed agenda she and Leigha had developed for the Instructor meeting in January 2011. After a discussion the current suggested content includes: 1) content of class folder (Meg & Dede) 2) curriculum updates (Allan B.) 3) hands-on how to set up misuse (Jody & Meg) 4) Characteristics of adult learners (Bill- someone from the college or Kim) 5) Technician & Instructor roles in recertification (Leigha & Dede) 6) Trailer Update (Jody). Kelly is working on a location either in Greensboro or Burlington. The meeting will be 10:00 am – 3:00 pm on January 26th.

Dwight brought it to the committee's attention that Kelly won the Governor's Award of Excellence.

Next Meeting: November 23 (Potluck lunch- Renae will organize)

Following Meeting Dates: January 25 – February 22 – April 12 – May 24 – June 28 – July 26 – August 23 – September 27

Meeting adjourned at 12:25 p.m.