



NC Child Passenger Safety Training Committee Meeting Minutes

May 25, 2010

FINAL

Training Committee Members present: Vickie Whitlatch, Renae Harris, Meg Langston, Richard Sales, Sarah Tilton, Leigha Shepler, Jody Piatt, Kim Wittig, Kathy Mellown, Dede White, Linda Wiandt, Suzanne LeDoyen, Frank Gore, Dwight Green

CPS Executive Committee Members present: Bill Hall, Kelly Ransdell

Excused Members: Cecilia Saloni, Alan Stulick, Myron Waddell, Allen Browder, Keith Harris

Others: Allan Buchanan, Bevan Kirley

Meeting called to order by Vickie Whitlatch at 10:15 a.m. Chair Whitlatch welcomed everyone to the meeting and introductions were made. Dwight Greene was introduced as the new representative from the State Highway Patrol on the committee.

Approval of Minutes

Linda Wiandt made a motion to accept the minutes from February 23, 2010, seconded by Richard Sales, and approved unanimously.

OLD Business

The folder of handouts used for the certification class has been scanned. Bill will send the documents to Jody and Dede to review and update.

HSRC Update

Bill and Bevan have been working on the BUNC website. Bevan has reviewed the content on the site and editing/updating. If anyone has any suggestions for revisions please submit them to Bill or Bevan.

Bevan is continuing to make improvements to the program management side of the website and updating all of the contact information for the individual programs. An email function has been added

so people can contact PCS and Buckle Up contacts directly. She asked that anyone who is an administrator of a program to update the program information so it will be current.

Current NC certification numbers reflect a total 2149 technicians and 55 instructors.

The stats are also organized by various topics on the website. If you need an up to date list in any form, HSRC or any of the OSFM staff can supply that.

There are a few minor edits to the certification curriculum that will be available to instructors in June.

We are still waiting for the final word from NHTSA on the release of the Operation Kids Curriculum. It should be available very soon.

The NC Restraint Law Enforcement Guide is currently under revision and will be available soon to law enforcement officers for their use. Frank and Jody are reviewing the document and offering input on behalf of the committee. This document is designed to only be used by officers for routine enforcement. It is not for distribution to the general public. The hope is that it will be finalized by the end of June and sent to the printer and available for order by July.

The training schedule shows up on BUNC from a database that is entered by Renae. Anyone needing to get a class listed on BUNC website, contact Renae.

DOI Update

Three new training seats have been ordered for each of the trailers.

The concept statement for GHSP has been approved.

The 50 pounds Maestro combination seat was just sent to the local programs that have consistently reported. 1054 were ordered at a cost of \$61,000.

100 Safety 1st infant seats have been ordered. 75 were sent to Safe Kids WNC for use with special needs kids. 15 will be sent to Safe Kids Durham and 10 will remain at OSFM.

Additional LATCH manuals have been ordered and will be sent to Permanent Checking Stations. Manufacturers CD's will be ordered from Safety Belt Safe and sent to all current Permanent Checking Stations.

Renae is working on checking the trailers and replacing seats that have been broken.

All the scholarship money for this budget year has been used (\$10,000). The committee travel money has not been used so Kelly asked that this money be moved to the account to continue to offer scholarships to attend certification classes for the remainder of this budget year.

Upcoming CPS Classes:

Mt. Airy June 1-4

Statesville June 21-24

Lillington June 21-24

Tryon July 13-16

Wilson August 17-20

Moncure August 23-26

There are 2 Instructor Candidates that need to so their Instructor Candidacy and 2 people that need to do their Technician Course Assistantships.

Committee Updates:

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

The NC Update Refresher needs to be updated with current information. After lots of discussion, it was decided the curriculum committee will review the existing curriculum and report suggestions for revisions to the committee as a whole at a future meeting.

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

Linda reported that the committee had met and discussed some suggestions. Linda will send a draft of their suggestions to the full committee prior to the next meeting for review. We will try to finalize the revisions then.

- **Membership** – *(Members: term ends Sept 2010 – Alan S., Meg, Jody, Kim)*

The Membership Committee needs to review the application and make any necessary updates. They need to set the application schedule and clarify the positions that are available. The committee will make the decisions and communicate with Bill and Beavan so the application can be posted in June.

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

With the upgrade in the data that is available through the program management portion of the website, HSRC has the capability to communicate more easily with technicians and instructors via email.

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

Vickie and Theresa have received approval from GHSP to begin drafting a NC Special Needs Curriculum in the fall that will be used as the standardized curriculum for teaching Special Needs. This project will be funded by GHSP.

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

\$8500 collected in sponsorship- after paying for speaker travel and sleeping rooms there is \$7479.59 left in the account

\$110.53 per person was the conference cost and we charged \$125

\$2352 difference between what was collected in registrations and actual conference fees collected due to committee members and speakers not paying registration. This was covered from the \$10,000 that GHSP allotted to the conference. The remainder of the GHSP money was then used for new training seats.

Handouts were distributed displaying the results of the online survey and comments that were submitted about the conference. Overall the evaluations showed the conference was a tremendous success and all of the speakers received high marks.

Sarah proposed some speakers for the 2011 conference and suggested we go ahead and make contact with them to increase our chances of getting them him.

A general discussion was held on some of the pros and cons of the conference. We talked about ways to improve the Scavenger Hunt for CEU's and also topics to include at the 2011 conference. We also discussed some logistical issues that can be improved next time with sessions, meals, and the social.

Sarah would like for everyone to send her suggestions for a purpose statement for the conference.

Kelly will research some alternate locations for the 2012 conference and report back by July. These will be sent out on a Zoomerang survey to all technicians to get their feedback.

NEW Business

GHSP is running Safety City at the NC State Fair this year October 14-24. Safe Kids Worldwide has a 20X20 demo for Kids in and Around Cars that we can use as the center piece of Safety City. If this happens, we will need 4 technicians per shift for 2 shifts each day up to 6 hours per shift. Once kids complete the demo a prize will be awarded from GHSP. Kelly asked for a commitment from the CPS Training Committee to help man the demo and help set it up. Kelly will order t-shirts for the techs that work the event.

Safe Kids NC will also have a booth inside the Kerr Scott building that will encompass other injury prevention areas.

OSFM will partner with GHSP during CPS Week to help with enforcement events throughout the week leading up to Seat Check Saturday. There will be a kickoff event in Lumberton on Monday September 25th.

Kelly is working with Kim Overton at the DA's office on a CPS Diversion program that will require people to have a signed inspection form by a technician to present in court in order for the CPS violation to be dropped. Hopefully this effort will ensure that people who have been ticketed for CPS violations will be required to not only acquire a seat, but also require them to have it properly installed. The hope is to pilot it in some areas and get feedback before it is implemented statewide next year.

The Safe Kids Worldwide Inspection sheet has been modified and adapted for NC use. Kelly asked for feedback on whether the committee wanted to move forward with using a new statewide CPS inspection form. After discussion from the committee, it was decided we would move forward with implementing a new form. The goal is to get the word out to all technicians and permanent checking stations with a target date of September 1st to begin using the new form.

Suzanne serves on the NC Injury and Violence Prevention Committee. She will be working on the committee that drafts a survey that will be sent to Injury and Violence Prevention professionals. She asked the committee members to serve as evaluators for the survey before it is actually sent out statewide. The committee agreed to help with this project and Suzanne will send the online survey to the committee members to evaluate.

Kim asked about the status of videos from 2009 conference being posted on BUNC for CEU availability. Bevan reported that unfortunately some of the video quality was not good enough to use but hoped to get 4 or 5 posted soon. They will then begin work on the 2010 videos and making quizzes for them.

Next Meeting Conference Call June 22

Following Meeting Dates: – July 27 (at Britax in Charlotte) – August 24 – September 28

Meeting adjourned at 3:15 p.m.