



NC Child Passenger Safety Training Committee Meeting Minutes

October 25, 2011
FINALIZED 11/29/11

Training Committee Members present: Myron Waddell, Meg Langston, Renae Harris, Jody Piatt, Meg Langston, Aaron Miller, Charlene Proctor, Suzanne LeDoyen, Theresa Knopps (call-in), Vickie Killough (call-in), Dede White (call-in), Kim Wittig

CPS Executive Committee Members present: Bill Hall

Not Present: Cecilia Saloni, Allen Browder, Melanie Daniel, Joshua DeFisher, Frank Gore, Dwight Green, Kelly Ransdell, Sarah Tilton

Others: Jan Parker, Bevan Kirley

Meeting called to order by Myron Waddell at 10:15 a.m. Myron read a Thank You note to the committee from Kelly. Myron introduced the new committee members Theresa Knopps, Charlene Proctor and Aaron Miller.

Approval of Minutes

Suzanne made a motion to accept the minutes from the September meeting. Renae seconded the motion and it passed unanimously.

DOI Update

Upcoming CPS Classes:

November 1-4 Hillsborough

November 1-4 Hendersonville

November 29-December 2 Cherry Point (closed)

November 14 Renewal Class Shelby

November 28 Renewal Cherry Point

NC Instructor Candidates:

Nathan Lozinsky- Morrisville FD will be doing Course Assistantship in November 1-4 Hillsborough Class.

Attendance was high at the Safety City display at the State Fair and the event was a success. Many of the visitors asked lots of questions which was a nice change from the previous year. Bevan has already had a follow up call from someone who visited.

A discussion was held about the new designation and process to become a Technician Proxy. There have been several inquiries about this new process and it appears there is quite a bit of interest from NC techs to become proxies. To date, no one from NC has applied. The process will go completely through National Safe Kids Certification.

GHSP Update

No Update

HSRC Update

There are 2281 Certified Technicians, 54 Instructors, and 1 Instructor Candidate in NC. As of October 1, the national recertification rate was 55% and the state recertification rate was 63%.

Bevan updated the Instructor List on BUNC. She has also updated the calendar function on the website. She thanked the six groups that participated in the recent Buckle Up surveys.

Committee Updates:

- Curriculum – (*Members: *Jody, Bill, and Kim*)

No Report

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

Myron asked if everyone received a copy of the proposed policy for instructors relocating to NC. He asked for comments on the draft that was submitted. Bill suggested that we be careful of the tone that the information is presented so as to not to offend any possible instructor new to the area. Theresa suggested a cover letter be drafted to go along with the policy. The Policy Committee will revisit the wording of the draft and resubmit it to the whole committee.

- **Membership** – (*Members: Allen, *Frank, Suzanne, Dede, and Myron*)

No Report.

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

Bill mentioned the template Myron sent for the newsletter will need to be revised simply from a printing perspective. HSRC will be responsible for compiling and distributing the newsletter with submissions for the content coming from committee members. Theresa mentioned she worked on a similar newsletter in Utah and she will provide a copy of what she did. The name of the newsletter will be revisited by the Communications Committee and suggestions will be brought to the whole committee.

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

Vickie and Theresa hope to meet at the Safe Kids Worldwide conference to compare notes on what they have done so far. It is her hope to have a draft to send to review by November.

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

See New Business

Old Business

Bill distributed the draft of the “Keeping Your Family Safe in the Car” brochure for final comments. He thanked everyone for their comments so far. Bill suggested using more contrast between the background color and the text color. It was also suggested that we use a picture of an older child that is still rear-facing. Renae will take any changes to their person in charge of laying out the brochure and have them work on the changes.

New Business:

It was decided to move the new officer elections to the November meeting when more members are present in person.

New committee assignments were made as follows: (* Denotes Chair)

Communication: *Bill, Cecilia, Dwight, Melanie, and Theresa

Conference: *Sarah and all

Curriculum: *Jody, Bill, Kim, Charlene, and Frank

Membership: *Meg, Melanie, Kim, and Jody

Policy & Procedure: *Suzanne, Myron, Renae, Allen, and Aaron

Special Needs: *Vickie, Meg, Sarah, and Dede

2012 Conference:

A discussion was held on whether to have a “Call for Abstracts” for this year’s conference. It was decided to include this with the 2013 Conference. Research will be done on the best way to advertise this new feature.

Renaë and Bevan led a discussion on possible conference session topics. Based on responses from last year's evaluation, the committee discussed which sessions could be done to meet the requests of the attendees. It was agreed to include the following:

A hands-on session repeated 5 times with various stations focusing on vehicles features and child restraint features

A Booster Seat & Crash Dynamics session by Chris Sherwood from the Insurance Institute for Highway Safety (repeat this session)

Denise Donaldson from Safe Ride News had agreed to come and can present on many different topics and can do multiple sessions including "To LATCH or Not to LATCH" – we would ask her to do at least 2 different topics and repeat one of them

Vickie and Theresa Cromling agreed to offer a session on Special Needs since there was an overwhelming request for it based on last year's evaluations.

Bevan suggested a "Good Answers to Common Questions" Session that addresses how to talk to parents and answer the tough questions they ask. It can be filled with various topics and make use of local instructors or technicians to present.

Bill suggested the "Right Seat, Right Fit" presentation to address the new AAP recommendations.

Renaë suggested a "HOT Topics from the CPS Industry"

A Permanent Checking Station Roundtable (including Diversion, Grants/Policy, Successful Stations, How to be a PCS, Ideas to increase participation)

The possibility of having a Scavenger Hunt for 1 CEU was discussed

There will also be a Manufacturer's Update for 1.5 CEU's

Given the classes listed above there will be an opportunity for 6.5 CEU's at the conference and 7.5 if we include the Scavenger Hunt.

Aaron suggested we check with Joshua to see if law enforcement can get GHSP points for attending the conference.

Bevan reviewed the CPS Awards Nomination forms. The committee decided to let Bevan determine the best way to send out the forms either as an entire packet or just single forms. The forms will be blinded after being submitted to Bevan before being reviewed by the committee.

The registration will go live in November. There will be a way to view the name badge when completing the registration. There will be a button to click to see if you are already registered. There will be a question on registration asking if participants are staying over night.

Renae will get t-shirt prices and colors for us to review at the next meeting.

Bevan asked everyone to review last year's conference booklet and send her suggestions for any changes. Suzanne suggested using photos of the award winners on the cover.

Next Meeting is November 29th Potluck lunch at 10 am at NC OSFM

Meeting adjourned at 1:25.