

MINUTES OF THE MEETING OF THE NATIONAL CHILD PASSENGER SAFETY BOARD

December 6-7, 2006
Deerfield Beach, FL

December 6, 2006: Day One

Members Attending: Kristen Allen, Marilyn Bull, Vicky Cassabaum, Kerry Chausmer, Sharon Conrad, Emilie Crown, Carole Guzzetta, Lori Haskett, Carol Helminski, Pam Holt, Artie Martin, Michele Mount, Paul Rizzo, Deb Trombley, Wanda Vazquez, Lorrie Walker, Eleanor Walters.

Members Not Present: Sharon Bilbrey, Marilu Montalvo

Meeting Guest Present: Amy Edwards, GA Governor's Office of Highway Safety

Welcome and Introductions: Pam Holt, Board Chair, welcomed the Board. Board members and guests introduced themselves.

Certifying Body Report: Kerry Chausmer reported. The re-certification rate has been amended to 32%. NHTSA regions and state CPS contacts have been notified of the current rate. A report is available with rates per state. Because the current re-certification process can take several months, the numbers may still change slightly. The new CEU re-certification process is much shorter and will produce more accurate rates quicker.

Communication about the new CEU process will continue to be shared in January CPS Express. In addition an email will be sent from the Board this month with information about the CEU process. The next CPS Express will also contain an article on Wanda Vazquez's addition to the Board and that she can provide Spanish language resources. This article will be in English and Spanish.

NHTSA Report: Carole Guzzetta reported. NHTSA conducted a booster seat survey, the National Survey of Booster Seat Use, in July. NHTSA intends to continue this survey over several years to provide trend data. The CPS Week 2007 focus will be on inspection stations. States that received 2011 funding for booster seat promotion include District of Columbia, Missouri, New Jersey, West Virginia and Vermont.

Membership Issues: Michele Mount reported. The Board voted in November to approve new members: Wanda Vazquez from Illinois, Mike James from Alabama, Janet Brooks from Utah, Thomas Vilt from Ohio and Tim Murphy from New Jersey. Pam Holt presented plaques to departing members Sharon Conrad and Vicky Cassabaum in appreciation for their service to the Board and child passenger safety.

Curriculum Committee Update & Curriculum Rollout Activities: Lorrie Walker reported on the December 5 Curriculum Committee Meeting discussions about: plans for the Lifesavers 2007 pre-conference sessions for state coordinators and instructors, marketing the new

curriculum and pilots. Deb Trombley will provide talking points for the Board in addition to the minutes.

Spanish terms may be added to the curriculum index. While the course may not be completely translated into Spanish, terms may be translated and clarified in Spanish as needed.

The curriculum specialist and NHTSA recommended combining several activities and moving some information to the appendix. The Board provided suggestions in response.

Board members will serve as liaisons with states to serve as ambassadors and answer questions during the new curriculum rollout. Board members were divided among NHTSA regions and will be assigned to particular states.

Future Meeting Dates: The January 31-February 2 curriculum committee and Board meetings will be in Baltimore.

Committee Breakouts #1: Communication, Special Needs and Quality Assurance met.

Committee Reports:

Quality Assurance: Vicky Cassabaum reported. The committee will develop a Board Policies and Procedures document that compiles all policies and procedures documented in meeting minutes and other Board materials. Goal is to have this done in January. The committee will also clarify what should be a Bylaw amendment and what should be a procedure.

Communications: Deb Trombley reported. Communications will finalize an email regarding CEU re-certification process for Kerry to send on behalf of the Board. The committee will explore previous policies about website links and examine possibilities for linking to more resources on the Board website. Some resources could be provided under a new "Earn CEUs" type section on the website.

Special Needs: Dr. Marilyn Bull reported. Regarding Medicaid reimbursement for child restraints, maintain dialogue with the American Association of Pediatrics to implement federal action when feasible. Refer state by state concerns to state AAP executive directors and chapter leadership. There is a need to identify barriers to universal implementation of best practices by hospitals and health care providers. Explore opportunities to collaborate with others in developing and reviewing current practice.

Committee Breakouts #2: Certification/Recertification met. Diversity and Membership did not meet.

December 7, 2006: Day Two

Members Attending: Kristen Allen, Marilyn Bull, Vicky Cassabaum, Kerry Chausmer, Sharon Conrad, Emilie Crown, Carole Guzzetta, Lori Haskett, Carol Helminski, Pam Holt, Artie Martin, Michele Mount, Paul Rizzo, Deb Trombley, Wanda Vazquez, Lorrie Walker, Eleanor Walters.

Members Not Present: Sharon Bilbrey, Marilu Montalvo

Meeting Guest Present: Amy Edwards, GA Governor's Office of Highway Safety

Committee Report:

Certification/Recertification: Artie Martin reported. The Board will provide PowerPoint presentations on the Board website for CEU opportunities. In December the Board will review the presentation content. The presentations will include a test.

Other Business: The Board voted and approved a Confidentiality Agreement for Board members to sign. At the January/February meeting we will decide who will become Parliamentarian.

At the January/February meeting, every committee should meet. For the Board Orientation, committee leaders should provide 3-4 PowerPoint slides to Michele Mount to describe committee expectations, needs, work done, etc. Michele has templates and will send them to committee leaders.

Adjourned

Future Board Meetings

January 31-February 2, 2007 (Board member transition meeting)

Baltimore, MD

June 11-12, 2007

Buffalo, NY

October 1-3, 2007

Location TBD