Meeting of the National Child Passenger Safety Board
September 4, 2019

Meeting (via conference call) called to order by Lonny Haschel at 11 AM EST

Members Attending: Amy Artuso, Dina Burstein, Randy Chhabra, Judy Hammond, Lonny Haschel, Alexis Kagiliery, Krystal Lindsey, Jennifer Pelky, Mandi Seethaler, Bob Stevens, Charlie Vits

Members Not Present: Marilyn Bull, Michael Chappell, Kerry Chausmer, Laura Dunn, Terry Emerson, Tammy Franks, Ron Kremer

Guest(s) Present: None

*Reminder: Members are asked not to call in to the meeting while driving a motor vehicle. Employees of the National Safety Council cannot remain on the call while any individual is driving a motor vehicle and using a cell phone regardless if hand-held or hands-free. Thank you!

Welcome and Introductions: Lonny Haschel
- Board Statement
- Roll Call

Approval of July/August Meeting Minutes:
Minutes for July/August Meeting were sent out on September 3, 2019.
- A vote for approval will be held at a later date to allow Members to have the opportunity to review the minutes.

NHTSA Update: Judy Hammond
- NHTSA’s review of the National CPST Certification Curriculum is complete. Required edits are being addressed.
  - Resources are available on www.trafficsafetymarketing.gov.
  - Working to get checkup events entered in the NHTSA Seat Check Locator.
  - Judy will provide an update of how many events by date in each state after CPS Week.
- NHTSA CPS Image Library photo shoot update is scheduled for October 2019.
- States received notification on August 14, 2019 of FY20 405 grant applications and awards.
  - 53 states will be receiving 405b funds – Occupant Protection Grant.
Certification Update: Alexis Kagiliery
- Stephanie Heitsch has been hired to fill Kim Herrmann’s position.
  - Stephanie was previously in Wyoming as State CPS Coordinator and Safe Kids Wyoming Coordinator. She also is a seasoned CPST Instructor and is a perfect match for the position!

NCPSB/NSC Update: Amy Artuso
- Thank you to all the Board Members who helped at the KIDZ IN MOTION Conference. Your help is greatly appreciated.
- Committee Chairs – please work on setting meeting dates for 2020.

Curriculum: Mandi Seethaler
- Tammy and Kerry are attending 1st pilot course.
- Mandi has developed a tracking form for suggestions received from NHTSA, KIDZ IN MOTION Conference attendees and pilot courses.
  - Thank you to NHTSA for their quick and thorough review!
  - Work to address required edits as needed.
  - Will submit all suggestions to curriculum designer at one time.
- The state webinars and presentations at Lifesavers and KIDZ IN MOTION Conference are helping to prepare Instructors for the curriculum revision.
  - Are there plans to record a webinar to post to www.cpsboard.org?
    - Draft social media posts to promote.
    - Mandi will work on this.
  - Webinar to be updated to include field reviewers (feedback received from KIDZ IN MOTION).
- Board agreed to change IG from spiral-bound to 3-hole punched.
  - Due to the size of the spiral-bound IG, it is showing wear and tear over a short period of time.
  - There is concern with how to update pages if needed due to the spiral-bound.
  - Also, some Instructors would like to place pages into sheet protectors.
  - Instructors will need to provide their own 3-ring binders.
    - The NCPSB will explain the reasoning for the change when sharing information with Instructors.
- Mandi is updating what is needed for the curriculum resources page on www.cpsboard.org.

Membership Committee: Jennifer Pelky/Lonny Haschel
- 2020 Candidates
  - Scoring is almost completed.
  - Lonny and Jennifer are taking lots of notes about the process with Submittables to support improvements for next year.

Toyota Funding: Jennifer Pelky
- The Toyota4Good program has gifted money to the NCPSB.
  - Board voted to approve funding of 2020 National CPS awards with these funds.
  - A photo backdrop will be purchased.
  - Additionally, the Board decided to spend remaining funds on technology equipment for connectivity and quality improvements during meetings.
Ron is checking with NSC to see what is available to use onsite at NSC or to borrow for offsite meetings
Laura is checking on what NHTSA can fund.

Bylaw Update: Lonny Haschel
- Revisions were made to Section V (Meetings) and VI (Officers) of the bylaws and captured on the bylaw draft.

Other Business:
- Kudos received from Carrie Rhodes, Nationwide Children’s Hospital in Columbus, OH
  - Thank you to the Board for collaboration with the field and openness to feedback.

Adjourned by Lonny Haschel at 12:05 PM EST

Minutes respectfully submitted by Tammy Franks, NCPSB 2019 Chairperson