National Child Passenger Safety Board Meeting
September 14, 2022

The meeting was called to order by Jennifer Pelky at 11 am ET.

Members Attending:
☒ Jennifer Pelky, Chair
☒ Jim Savage, Vice-Chair
☒ Scott Downing, Vice-Chair Elect
☒ Laura Dunn
☒ Daniella Brown
☐ Marilyn Bull (excused)
☒ Jessica Butterfield
☒ Denise Donaldson
☒ Scott Downing
☒ Robert Duckworth
☒ Tammy Franks
☒ Judy Hammond
☒ Cass Herring
☒ Kellie O’Riordan
☒ Krystal Phillips
☒ Kristel Robison
☒ Mandi Seethaler
☒ Justin Young

Guest(s): Ron Kremer

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

Welcome – Jennifer Pelky
- The Board was welcomed to the September 2022 full Board meeting.
- The Board was reminded that we meet in executive session and meeting participation while driving a motor vehicle is not allowed.

Membership Committee – Jim Savage
- The Board discussed the current membership drive status and ideas for Vehicle Manufacturer Representative outreach.
  o Eight applicants total. Four out of the eight applied for both CPS Advocate positions.
  o Outreach efforts for vehicle manufacturer representative position were shared with the Board.
  o Membership drive timeline and tasks were reviewed with a reminder of upcoming interview dates.

Program Update – NHTSA Headquarters – Laura Dunn
• Dr. Steven Cliff has stepped down from his position as agency Administrator. Anne Carlson who is the current Chief Counsel will serve as Acting Administrator.
• Child Passenger Safety Week is upon us. Visit trafficsafetymarketing.gov for materials including new resources that were just released.

Program Update: NHTSA Regions – Judy Hammond
• Illinois has 73 events scheduled during CPS week.
• South Carolina as many CPST certification trainings scheduled between now and March.
• Tennessee has two additional courses being held during this FY grant year.
• A link was provided regarding counterfeit car seats that were discovered in Wisconsin.
• Region 4 hosted their first quarterly CPS Coordinators meeting.
• Georgia is participating in a CPS Week Caravan with car seat checks being held in three locations. The GA CPS Advisory Board has been reestablished.
• The Board was encouraged to support the goal of having a CPS Week event in each state.

Program Update: Safe Kids Worldwide/Certification – Cass Herring
• Buckle Up Coalitions
  o September 132 events registered.
  o 60 of which are being held during CPS Week.
  o New tip sheets will be available on the Safe Kids website soon.
  o Updated booster seat infographic will be available online.
  o New short videos and photos were created for coalitions.
  o Partnered with JPMA for the month of September to host Nap and Learns.
• Website Information
  o Cyzap updates expected by December.
  o Increasing ease of use in the platform.
  o Notifications planned to communicate with the field.
• PrevCon
  o July 23 – 26, 2023 @ Gaylord National Resort and Convention Center in National Harbor, MD.
  o Website is up and available. Submit presentation abstracts due by Nov 17, 2022.

• Continue to see growth in number of persons taking Car Seat Basics.
• CPSBoard.org has undergone a minor refresh with new photos and a focus on CPS Week resources.

Community Engagement Committee – Mandi Seethaler and Daniella Brown
• Thank you to everyone that presented at KIDZ IN MOTION.
• Reach out if you need assistance with your scheduled social media posts.
• CPS Awards nomination scoring plan and timeline was discussed.
• CPS Coordinator forum schedule and topics were presented.
- Always a Board member outreach- “Once a Board member, always a Board member”.
  - Webinars, CPS State Coordinator Forum and social media participation.
  - Quarterly webinar outreach. Open forum?
- Discussed the possibility of a Board LinkedIn channel for membership, trainings, webinars and awards.

**Curriculum Committee – Tammy Franks**
- Car Seat Basics launched in Dec. 2020. With big promotion and a new learning management system, we had over 1,000 completions at end of September. Averaging about 100 per month.
  - Indiana had the idea of encouraging technician candidates to take.
  - Group delivery job aid is in development.
- Curriculum Update Presentations
  - Have been given at KIDZ IN MOTION, CA and IL Instructor meetings and a Multi-Region NHTSA meeting.
- Instructor Hybrid Endorsement Training
  - National CPST Hybrid Certification: 122 completed.
  - Train the Trainer: 143 completed.
  - 105 Instructors have earned the Instructor hybrid endorsement. 5.5% of CPSTIs.
- Ready, Set, Go Hybrid! : 16 webinars with 144 CPSTIs participating.
- Four Hybrid courses were completed in August. Five additional are in progress or pending.
- Instructor “prep guide/reference resource” containing information and a summary on delivering the course are in draft status.
- CPS on School Buses National Training
  - Two pilots courses in August: KIDZ IN MOTION (31) and OR (9).
  - Third pilot is scheduled.
  - Feedback and suggestions are under review.
- CPS Educator Development National Training “soft pilot” was completed at KIDZ IN MOTION.
  - Two modules were presented.
  - Planned topics were discussed.
- Denise is drafting a letter to the editors of “What to Expect When Expecting” to include information on Car Seat Basics.

**Data Committee – Denise Donaldson & Justin Young**
- Continue to support the NDCF and work in the capacity of SMEs.
- Updated version of the NDCF will be ready to be released the first week of October.
  - There are only minor changes.
  - Need to update your paper forms and apps.
- Dashboard and table tools have some new features included in update.
- Focus on flow of form and inclusion of checking for vehicle recalls.
• Rob discussed importance of including NDCF update in October CPS Coordinator Forum.
• Rob shared that NDCF data was used in a NHTSA notice for proposed rulemaking concerning 405b funds.
• Ron shared that the resource material for the NDCF paper version update will be online shortly.
• Please reach out if you have ideas to celebrate the 100K car seat check entries mark in the NDCF.
• State and territory crash data project
  o Committee is in the process of reviewing of publicly available crash data.
  o Regions were split among members.
  o Results to be reviewed at next Data Committee meeting.

Certification/Recertification Committee – Justin Young and Cass Herring
• An update on certification numbers was given.
  o 36,810 CPSTI and CPSTs.
• Text message and post card reminders planned for recertification purposes.
• CEU Webinar content and schedules were discussed.
  o LATCH manual CEU webinar proposed by Denise for 2023.
  o Rideshare CEU with getting ready for spring break for 2023.

The meeting was adjourned by Jennifer Pelky at 12:43 pm ET.