



NATIONAL
**CHILD PASSENGER
SAFETY** BOARD

A program managed by the National Safety Council

National Child Passenger Safety Board Meeting May 2-4, 2023

Tuesday, May 2

The meeting was called to order by Jennifer Pelky at 12 p.m. CT.

Members Attending

- | | |
|----------------------------------------------------------------------|------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Jennifer Pelky, Chair (outgoing) | <input checked="" type="checkbox"/> Cass Herring |
| <input checked="" type="checkbox"/> Jim Savage, Vice-Chair | <input checked="" type="checkbox"/> Amanda Jackson |
| <input checked="" type="checkbox"/> Scott Downing, Vice-Chair Elect | <input checked="" type="checkbox"/> Britney Lombard (incoming) |
| <input checked="" type="checkbox"/> Laura Dunn | <input checked="" type="checkbox"/> Kellie O’Riordan* (outgoing) |
| <input checked="" type="checkbox"/> Daniella Brown | <input checked="" type="checkbox"/> Liz Perez (incoming) |
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| <input checked="" type="checkbox"/> Tammy Franks | <input checked="" type="checkbox"/> Justin Young |
| <input checked="" type="checkbox"/> Matt Gapinski (incoming) | |

Guest(s): Ron Kremer

*Virtual attendance

Welcome – Jennifer Pelky

- The Board was welcomed to the May 2023 full Board meeting.
- The Board was reminded that meetings are held in executive session.
- The public meeting minutes for the March 2023 full NCPSB meeting were reviewed.
 - Jessica thanked those who submitted comments via email for revisions to the minutes. Minor changes were made prior to the meeting (non-content related).
 - A motion was made and seconded to approve the March 2023 meeting minutes with the suggested edits.
 - The motion was approved.

Board Introductions/Activity – Jennifer Pelky

- All Members introduced themselves with a special welcome extended to incoming Members.
- Members participated in an icebreaker.

Partner Update: NHTSA Headquarters - Laura Dunn

- The following data sets are now available:
 - 2021 FARS

- 2021 Crash Report Sampling System (CRSS)
 - 2021 Crash Investigation Sampling System (CISS)
- Estimates for the projected traffic fatalities for the first 9 months of 2022 have been released.
 - A .2% decrease was observed for the first 9 months.
- The *Cost of Traffic Crashes in America* has been released.
 - It was authored by Larry Blinko.
 - In 2019, traffic crashes cost America 340 billion dollars.
- National Heatstroke Prevention Day was May 1, 2023.
 - The campaign will continue for the season.
 - Assets from the Ad Council are available at www.trafficsafetymarketing.gov.
 - Laura participated in an American Academy of Pediatrics podcast.
- Click-it or Ticket Campaign begins in May.
 - Earned media is running from May 8 - June 15, 2023.
 - Paid media is running from May 15 - June 4, 2023.
- NOPUS data collection will start two weeks after the Click-it or Ticket campaign ends.
- Laura mentioned that recent publications that have been released by the National Center for Statistics and Analysis. She highlighted the 2021 National Survey of the Use of Booster Seats (NSUBS) data.
 - Findings include:
 - More children are in harnessed car seats.
 - Less children are in booster seats.
 - More children are staying in harnessed car seats rather than early transition to seat belt.
- The National Association of State Emergency Medical Services Officials (NASEMSO) and NHTSA would like to announce a cooperative agreement to develop a crash test methodology for child transport and ambulances.

Amanda Jackson – NHTSA Regional Report

- Amanda reported that for technical assistance the Regional Operations Program is doing a deep dive using non-traditional data sources.
 - NHTSA is actively providing technical assistance to states that are interested. This includes a deep data dive, SWOT analysis and Roundtable discussion.
- Regions Updates
 - Region 1
 - Maine recently held a child passenger safety training that allowed child passenger safety technicians to get their required seat sign-offs.
 - Region 4
 - Region 4 hosted an OP Virtual Bootcamp for Regions 4 and 5.
 - Car seat checks have been held at military bases in AL (Maxwell Air Force Base), GA (Fort Benning) and SC (Shaw Air Force Base).
 - Region representatives met with Jennifer Booge on May 30 to discuss the National Digital Car Seat Check Form.
 - GA CPS Board met on April 25.
 - Region 5
 - The Illinois CPS Conference will be held June 27-28, 2023.
 - In FY24, all grantees in IL funded by IDOT must use the NDCF.

- IL has 11 Technician skill updates, 7 CPST classes, and 3 renewal classes scheduled from now until the end of the grant year
- Region 7
 - A car seat check event is scheduled at Fort Leavenworth in Kansas.
- Region Ten:
 - The NDCF Team (Jennifer Booge, Joe Powell, Amy Artuso) presented to Region 10 (Alaska, Montana, Idaho, Washington, Oregon) OP/CPS program managers in April.
 - They discussed how other states are using the NDCF data and lessons learned.
 - The NDCF Team also answered questions such as:
 - How the data can be used for reporting and program purposes,
 - Accessing and understanding how to navigate the clean data dashboards and table tools available to each state program manager, etc.
 - Technician Courses have been held or are scheduled in all Region 10 states.
 - A virtual OP/CPS Assessment was conducted in Idaho March 13-17, 2023.

Program Update: Safe Kids Worldwide – Krystal Phillips and Cass Herring

- Prevccon is coming up.
 - Safe Kids Worldwide will be celebrating its 35th anniversary.
- Safe Kids Worldwide is rolling out new strategic plan with a focus on equity in child safety - specifically historically marginalized and underserved populations.
- May has several observances and activities for Safe Kids:
 - Back to School Day
 - National Heatstroke Awareness
 - Global Safety Week
 - CPST Month
- Please encourage *National CPST Certification Training* courses to be held during the summer months.
 - Course numbers decreased during the pandemic but are slowly increasing.
- Currently, there are almost 38,000 Technicians and Instructors.
- Safe Kids Worldwide is working on activities to improve the certification process including:
 - Website updates
 - Recertification processes
 - Equity and equality of all certification services

Program Update: National Safety Council – Jessica Butterfield

- The NCPSB LinkedIn account is up and running.
- The cpsboard.org home page has a new look for summer.
- Pediatric Vehicular Heatstroke Updates
 - The English version of the [Children in Hot Cars](#) online training has been updated.
 - An overview of revisions was shared with the Board.
 - The goal was to make the training more evergreen.
 - The Spanish version will be updated this summer.
 - Group delivery is available.
 - Please promote the course.

- Let Jessica know if you are interested in participating in the Pediatric Vehicular Heatstroke Academic Stakeholders Workgroup.
- New national handouts are now available at <https://www.cpsboard.org/car-seat-safety/kids-and-hot-cars/>.
- A blog on PVH, authored by Jessica, was shared on the Board's LinkedIn account. Please share.

Executive Committee – Jennifer Pelky

- Committee Merger
 - With the merger of the Curriculum and Certification/Recertification committees, the Board opted to call the new committee the Curriculum/Certification/Recertification (CCR) Committee.
 - Tammy will continue to serve as Curriculum Chair with a co-chair.
 - Cass will continue to serve as Certification/Recertification Chair with a co-chair.
 - CCR committee meetings will be 90 minutes in length to accommodate the additional agenda items.
 - The committee participation requirement for Members will be updated as follows:
 - Previous: All Members serve on the Curriculum Committee + 2 additional committees
 - New: All Member serve on the Curriculum/Certification/Recertification Committee + 1 additional committee
 - The Board will evaluate the new committee structure in October.
- 2023 Lifesavers Conference - Thank you to all Members who participated and promoted the Board activities during workshops!
- 2023 KIDZ IN MOTION Conference Planning
 - The Board will have a general session at the 2023 conference, 60 minute in length.
 - The following Member offered to assist: Scott, Denise, Daniella, Kristel, Mandy, Jim, Brittany, Liz, Cass and Laura
- Toyota4Good Funds
 - Thank you to Toyota for the donation received in March 2023.
 - As a reminder funds have been reserved to support the 2024 and 2025 National CPS Award Winners.
 - The Board approved using Toyota4Good funds for a 1-year subscription to Jotform and a 1-year subscription to Mailchimp.
 - Members shared other funding ideas.

Membership Committee – Jim Savage and Scott Downing

- An update on the 2024 Membership Drive was provided.
 - The application period will open at the end of May for the following positions:
 - Public Safety/Law Enforcement
 - Injury Prevention/Healthcare
 - Community Engagement
 - Interviews will be held in November. All Members are encouraged to participate.
 - A discussion developed regarding interview structure.
 - Members were asked to think about the discussion which will be revisited at a prior to the interviews.
 - The Board conducted a final review of the application and incorporated revisions based the discussion.

Executive Board Election Presentations – Jennifer Pelky

- The Vice-Chair Elect candidates presented themselves to the Board.

Member Transition

- Officer transition was conducted.
 - The outgoing Chair, Jennifer Pelky, presented the incoming Chair, Jim Savage with a gavel.
 - Scott Downing moved into the Vice-Chair position.
- The Board honored the outgoing members – Jennifer Pelky, Denise Donaldson and Kellie O’Riordan – with plaques and a presentation.

The meeting was adjourned by Jim Savage at 4:02 p.m. CT.

Wednesday, May 3

The meeting was called to order by Jim Savage at 9:00 a.m. CT.

Members Attending

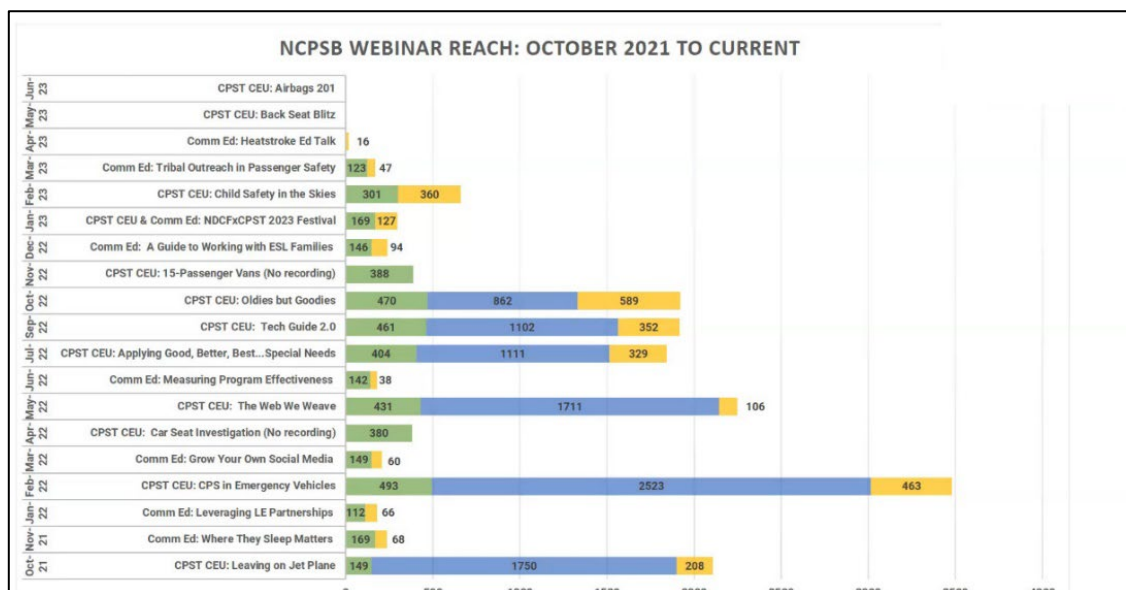
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Guest(s): Ron Kremer, Claudia Summers, Jennifer Booge and Adele Polson

*Virtual attendance

Curriculum Committee – Tammy Franks

- *Car Seat Basics*
 - There were 4,638 completions as of 4/30/23 with an average of 449 completions per month for January – March 2023.
 - The National Safety Council has been promoting the national training in magazines and newsletters and on social media.
 - The course has been used by car seat distribution programs, as a certification prerequisite and by car seat manufacturers.
- Child Passenger Learning Portal
 - We are now able to capture the reach of all webinars in the new learning management system. This will help us to determine interest for future webinars.



○ The green line is the initial webinar attendance.

- The blue line is the viewing of the webinar in the old learning management system based on quiz completions only.
 - The orange line is course completions including the video and quiz in the new learning management system.
 - Community education courses were not captured under the old system since we could not capture any data in that system.
- *Hybrid National CPST Certification Training Courses*
 - To date, there have been 51 completed Hybrid courses including pilot courses.
 - There are 8 active courses.
 - 10%+ of Instructors are Hybrid endorsed.
 - 208 Hybrid-endorsed Instructors
 - 119 Active hybrid endorsement trainings
 - Cass and Tammy shared that successfully completion rates are comparable between the in-person and hybrid offering.
 - The Board discussed how to promote the Hybrid version and how to get past the negative “chatter”. Recommendations include encouraging the completion of modules prior to the VILT Checkpoints and Instructors taking a more active role in mentoring students.
 - The Board discussed completing a one-year Hybrid report for dissemination.
 - The Board also identified the importance of tracking recertification rate for students who became certified in a hybrid course.
 - Tammy summed up the conversation stating that we will begin to pull data to promote the Hybrid, possibly create a dashboard as well. At the end of the one year mark, we will pull together a report to look at and work on social media and revisit the Hybrid model in October based on the data pull.
- *Child Passenger Safety on School Buses National Training*
 - The CPST Version in-person and hybrid offerings launched as of March 2023.
 - The first course was held in Indiana with 15 CPSTs completing the course.
 - The Pupil Transportation Version (non-CPST) will launch late May.
 - Final field review will end next week.
 - The training calendar is at cpsboard.org/training-calendar.
 - It is routinely updated with new course listings
 - The videos from the curriculum are all posted on YouTube. One particular video: *Safety Vests and Seat Mounts* has had over 7,000 views. This is just after the launch of the curriculum!
 - Thank you to all who served as reviewers and/or shared your talent to the project!
- *Car Seat Basics for Law Enforcement*
 - This one-hour course is in development and will be ready by late summer.
 - There are two version: in-person and online.
- *Wheelchair Transportation National Training*
 - A workgroup started in April.
- *2024 National Child Passenger Safety Technician Certification Curriculum*
 - The Board discussed the 2024 curriculum and suggested revisions to the curriculum.

Community Engagement Committee – Mandi Seethaler and Daniella Brown

- Ron Kremer provided a social media and website traffic report.
 - Mandi reminded Board members of the social media post schedule.
 - New members were provided ideas on how to create posts.
- *Always a Board Member Initiative*
 - Daniella and Mandi discussed quarterly meetings:
 - June 2
 - September 8
 - December 11
 - Daniella explained the next steps for the meetings and stressed that engagement is key.
- CPS Coordinators Forums
 - Topics for upcoming forums were discussed.
 - Content is needed for December. Please contact Mandi with any ideas.
- 2024 National CPS Awards
 - Nominations are now open through August 31, 2023.
 - Refer to the *Member Handbook* for the process overview.
 - The Board discussed the award nomination format.
 - Please help to promote the award nomination period.

Certification/Recertification Committee – Cass Herring and Justin Young

- Cass distributed recertification rates for January – April 2023.
 - 4,975 CPSTs were eligible for recertification of which 2,690 recertified.
 - January 52%
 - Feb 55%
 - March 54.9%
 - April 53.4%
 - Currently, there are approximately 36,000 Technicians and 1,762 Instructors.
- The recertification guidelines was discussed, specifically difficulties in seat check sign-offs. It seems that Technicians and Instructors are not understanding that an instructor or technician proxy must be present during a seat check. Discussion of wording for clarity and how to ensure uniformity of this instructor/technician proxy responsibility.
- Cass shared about the future development of an Instructor Improvement Refresher Course.
- Justin led a discussion about the possibility of holding a hybrid certification course in conjunction with the October 2023 full Board meeting. Discussion will continue.
- The Board discussed upcoming webinars for the NCPSB Webinar Series and needed material.

Data Committee – Denise Donaldson and Justin Young

- The committee discussed its continuation and future activities including the Child Crash Data project.
- An NDCF update was provided by Jennifer Booge, NDCF Team member.
 - 120,000 seat checks have been recorded with the NDCF.
 - Since March, there has been over 5,000 seat checks completed with the NDCF per month.
 - There are 8,851 user accounts with growth every month in new accounts

NHTSA Regional Meetings

NHTSA Region	# of seat checks	Postnatal Misuse
Region 1	18,653	55%
Region 2	1343	49%
Region 3	4574	68%
Region 4	7500	70%
Region 5	38,656 (Indiana- 29,508)	64%
Region 6	1843	79%
Region 7	7992	59%
Region 8	24,267	67%
Region 9	6583	72%
Region 10	8176	70%



- Jennifer provided a summary of the timeline for updates to the NDCF.
 - The deadline for submission of feedback is June 1, 2023.
- Jennifer provided a list of user resources available online.
- Adele Polson, NDCF Team member, provided a brief overview of the outreach and questions received from the field.

Vice-Chair Elect Position – Voting

- Ballots were handed out to all current Members.

Thursday, May 4, 2023

The meeting was called to order by Jim Savage at 8:17 a.m. CT.

Members Attending

- | | |
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| <input checked="" type="checkbox"/> Jessica Butterfield | <input checked="" type="checkbox"/> Kristel Robison, Vice-Chair Elect |
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Guest(s): Ron Kremer

*Virtual attendance

Outstanding Board Business – Jessica Butterfield

- The Board worked through revisions to the *Bylaws* and *2023-2024 Member Handbook*.
 - The Board approved the proposed revisions to the *Bylaws*.
 - Approval of the *2023-2024 Member Handbook* was tabled to provide time for Members to review.
 - Members will vote on the revisions during the June CCR Committee meeting.
- The Board voted to discontinue the practice of position statements as it falls outside the scope of the Board.
 - The *Member Handbook* will be updated accordingly.
- Kristel Robinson was confirmed as the Vice-Chair Elect.
- The Board approved the committee chairs, members and standing guests.
 - Refer to the Committee List included at the end of the meeting minutes.
 - Jessica will send out updated committee meeting invitations to all Members next week.
- Marilyn Bull reported that the Hospital Discharge Policy document will be updated soon.

Membership Committee – Scott Downing

- Jim led a discussion on core competencies and provided an overview of the information collected from current Members. .
- Scott and Jessica will create a draft of the Membership Interview questions for the Board to review.
- Jessica will work with Ron Kremer to create a membership social toolkit to promote the 2024 Membership Drive.

NHTSA Presentation –Deep Data Dive, Amanda Jackson

- Amanda presented on States’ ability to request technical assistance by using Alabama’s previous data dive.

The meeting was adjourned by Jim Savage at 12:01 p.m. CT.



NATIONAL
**CHILD PASSENGER
SAFETY BOARD**
A program managed by the National Safety Council

2023-2024 Committees

All NCPSB Members are required to serve on the Curriculum/Certification/Recertification Committee and one additional committees each year.

Curriculum/Certification/Recertification Committee

Co-Chair: Tammy Franks

Co-Chair: Cass Herring

Co-Chair: Mandi Seethaler

Co-Chair: Justin Young

All NCPSB Members

**Denise Donaldson*

**Thelma Kuska – Nursing Representative*

**Jennifer Pelky*

**Claudia Summers*

**PENDING: Safe Kids Auditors*

Executive Committee

Chair: Jim Savage

Scott Downing

Kristel Robison

Laura Dunn

Cass Herring

**Tammy Franks*

Community Engagement Committee

Co-Chair: Mandi Seethaler

Co-Chair: Daniella Brown

Marilyn Bull

Scott Downing

Laura Dunn

Tammy Franks

Britney Lombard

Liz Perez

**Ron Kremer – National Safety Council*

Data Committee

Co-Chair: Amanda Jackson

Co-Chair: Kristel Robison

Scott Downing

Laura Dunn

Matt Gapinski

Justin Young

**NDCF Program Team*

Membership Committee

Co-Chair: Scott Downing

Co-Chair: Kristel Robison

Daniella Brown

Laura Dunn

Amanda Jackson

Cass Herring

Krystal Phillips

Jim Savage

Justin Young

**Standing Guests*