

NATIONAL  
**Child Passenger  
Safety** BOARD

an nsc managed program



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**National Child Passenger Safety Board Meeting**  
**Wednesday, January 10, 2024**

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The meeting was called to order by Jim Savage at 10:00 a.m. CT.

**Members Attending – Kyndra Webb**

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| <input checked="" type="checkbox"/> Jim Savage, Chair                 | <input checked="" type="checkbox"/> Amanda Jackson   |
| <input checked="" type="checkbox"/> Scott Downing, Vice-Chair         | <input checked="" type="checkbox"/> Britney Lombard  |
| <input checked="" type="checkbox"/> Kristel Robison, Vice-Chair Elect | <input checked="" type="checkbox"/> Liz Perez        |
| <input checked="" type="checkbox"/> Daniella Brown                    | <input checked="" type="checkbox"/> Krystal Phillips |
| <input checked="" type="checkbox"/> Marilyn Bull                      | <input checked="" type="checkbox"/> Anna Red         |
| <input checked="" type="checkbox"/> Laura Dunn                        | <input checked="" type="checkbox"/> Mandi Seethaler  |
| <input checked="" type="checkbox"/> Tammy Franks                      | <input checked="" type="checkbox"/> Kyndra Webb      |
| <input type="checkbox"/> Matt Gapinski - Excused                      | <input checked="" type="checkbox"/> Justin Young     |
| <input checked="" type="checkbox"/> Cass Herring                      |  |

**Guest(s):**

- Claudia Summers – National Safety Council
- Ron Kremer – National Safety Council
- Lucy Lantz – Transport Canada
- Jessey Almeida – Transport Canada

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**Welcome – Jim Savage**

- The Board was welcomed to the September 2023 full Board meeting.
- The Board was reminded that meetings are held in executive session.
- The Board approved October 2023 meeting minute with edits.

**NHTSA Update – Laura Dunn and Amanda Jackson**

- Laura Dunn shared NHTSA administrative role changes.
- Laura Dunn and Amanda Jackson had no NHTSA Regions updates at this time.

**Safe Kids Update – Cass Herring and Krystal Phillips**

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1121 Spring Lake Drive, Itasca, IL 60143 | 844-573-6531

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- Safe Kids Certification provided an update on state profiles on the workforce analysis being completed.
  - Krystal Phillips shared Prev Con 2025 dates.
  - Safe Kids hired 3 new employees.

### **NSC Update – Tammy Franks**

- NSC officially signed off on Academy of Mind updates.
- Kyndra Webb is updating the user guides to reflect the new updates to the learning management system.
- Kyndra Webb shared cpsboard.org changes.
  - Ron Kremer to add the Safety Connection to cpsboard.org.

### **Executive Committee – Kyndra Webb and Jim Savage**

- Kyndra Webb discussed who is going to the Lifesavers Conference.
- Kyndra Webb shared conference back drop ideas. NCPSB voted to try different designs. Jim Savage, Mandi Seethaler and Kyndra Webb will redesign and present options in the weekly email.
- Jim Savage presented the idea of potential travel scholarships for National CPS Awards in the future or other ways to make attending the award ceremony more inclusive.
  - NCPSB considered virtual attendance and recording it for social media.

### **Data Committee – Kristel Robison**

- Justin Young presented the CPS State Dashboard project and if we want to continue.
  - NCPSB voted via poll and decided to pause it for a later time.
    - Will further discuss it at the next Data Committee meeting.

### **Membership Committee – Kristel Robison and Scott Downing**

- New Member Orientation for the incoming members is schedule for January 25, 2024.
- Membership Committee will review membership application in February for the next membership cycle.
- Scott Downing thanked Members who have chosen to be Board buddies.
- Incoming Board members will be invited to the next Curriculum/Certification/Recertification Committee.
- Vehicle Manufacturer Representative has been chosen.
  - NCPSB voted who to move forward with.
    - Amanda Jackson will begin the vetting process.



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## Community Engagement Committee – Daniella Brown and Mandi Seethaler

- Mandi Seethaler will share National CPS Award nomination question in the next weekly email.
- Daniella Brown asked Members to share topics and ideas for future Always a Board Member topics.
- Ron Kremer shared social media numbers and updates.
- Ron Kremer has been actively updating the social media library on cpsboard.org
- Laura Dunn and Amanda Jackson are presenting February's CPS Coordinators Forum.
- Laura Dunn, Amanda Jackson and Kristel Robison will meet with the NDCF team to plan the March CPS Coordinators Forum.
- CPS Coordinators Forums are scheduled through July 2024.

## Curriculum/Certification/Recertification – Tammy Franks and Justin Young

- Justin Young updated the webinar schedule through June 2024.
- Tammy Franks shared webinar attendance and course completions.
- Tammy Franks shared Hybrid course completions.
- Tammy Franks shared 2024 CPST Certification curriculum revisions.
  - NCPSB discussed Technician Guide cover designs.
  - NCPSB discussed changes to module titles, course flow and terminology.

The meeting was adjourned by Jim Savage at 12:00 p.m. CT.