



Wednesday, January 8, 2025

The meeting was called to order by Scott Downing at 10:00 AM CT

Welcome – Scott Downing

- The Board was reminded that meetings are held in executive session.

Members Attending – Kyndra Webb

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| ☒ Scott Downing, Chair | ☒ Britney Lombard |
| ☒ Kristel Robison, Vice- Chair | ☒ Shannon Martinello |
| ☒ Daniella Brown, Vice-Chair Elect | ☒ Michael Munson |
| ☒ Emily Burton | ☒ Liz Perez |
| ☒ Laura Dunn | ☒ Krystal Phillips |
| ☒ James Fitzpatrick | ☒ Anna Red |
| ☒ Tammy Franks | ☒ Marie Snodgrass |
| ☒ Cass Herring | ☒ Kyndra Webb |
| ☒ Amanda Jackson | |

Guest(s):

- ☒ Claudia Summers – National Safety Council
- ☒ Ron Kremer – National Safety Council
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- ☒ Mandi Seethaler

NHTSA Update – Laura Dunn

- The final rule for FMVSS 225 was published.
- Laura Dunn shared the high points of what is included in the final rule of FMVSS 225.

NHTSA Regions – Amanda Jackson

- Amanda Jackson shared that the state highway safety offices are doing their annual reporting for the end of January 2025.

Safe Kids – Cass Herring

- Safe Kids is sending the Instructor Guides January 2025 after a delay due to weather and then the holidays.
- Safe Kids is sending Skills Evaluation 3 with the Technician Guides for each course.



- Safe Kids hired a new customer service associate who speaks French and Haitian Creole.
- Krystal Phillips shared that Prev Con is happening in October and planning is underway.

National Safety Council – Tammy Franks

- Tammy Franks thanked Ron Kremer for all his work on updating the cpsboard.org web pages to support the 2024 curriculum.
- Tammy Franks announced that the National Safety Council has a new Child Passenger Safety member working in Florida.

Executive Committee – Scott Downing

- Kyndra Webb announced the NCPSB brand wear order procedure. Members can order brand wear in a bulk order prior to the two in-person Board meetings. Members can choose to individually order at any time and have the items shipped to their homes.
- The following Members announced they are attending Lifesavers: Tammy Franks, Britney Lombard, Cass Herring, James Fitzpatrick, Daniella Brown and Scott Downing. The following Members are tentatively attending: Emily Burton, Laura Dunn and Marie Snodgrass.
- Scott Downing and Kristel Robison prepped the Members that we will be discussing our strategic plan at the May meeting.
 - Kyndra Webb will send Scott Downing the planning document to include in the weekly update.

Data Committee – Emily Burton

- The Data Committee, with the NDCF, is finalizing the vehicle list clean up project.
- The NDCF is launching version 9.0 January 27, 2025.
- The Date Committee would like to update the strategic plan to create resources for CPS Coordinators to use the NDCF data program justification or grant applications.

Membership Committee – Kristel Robison

- The Board unanimously approved the motion of approving the incoming Fire/EMS Representative.
- The Board approved inviting the incoming Member to the committee meetings prior to May.
- Michael Munson will be the Board Buddy for the incoming Fire/EMS Representative.

Community Engagement Committee – James Fitzpatrick



- James Fitzpatrick updated the Board and discussed the rebranding of Always a Board Member. James will provide a full update at the March full Board meeting.
- Ron Kremer reminded Members who are due for their social media posts.
- The Board will run “get to know your Board Members” social media posts. The template can be found in the Board’s Canva account.
- Ron Kremer asked Members to create the social media posts in the Board’s Canva account so we can easily edit as needed.
- Members were reminded to use easy-to-read fonts to grab attention as people scroll through social media and to keep the captions short and simple.

Curriculum Certification Committee – Tammy Franks

- Britney Lombard confirmed the first few months of webinars, Instructor and Educator forums.
- Cass Herring provided her update during the partner update.
- Tammy Franks reminded the Board that the official launch of the *2024 CPST Certification Training* is February 3, 2025.
- Tammy Franks shared the curriculum launch page [2024 Curriculum Launch | CPS Board](#).
- Tammy Franks provided on an update on the Go Time! Webinar series.
- With the support of Denise Donaldson, we will have a supplemental handout to differentiate between FMVSS 213a and FMVSS 213b.
- All hybrid online learning modules have completed field review.
- The Instructor Prep Guide is being updated to include information on the hybrid delivery model.
- The Board, with the support of Safe Kids, approve removing the completion of *Train the Trainer* to earn the hybrid instructor endorsement with the *2024 CPST Certification Training*.
- The Board discussed potentially organizing a Hybrid course mentorship to support more Instructors using it in their communities.
- Tammy Franks asked for Board Members who would like to participate in reviewing quizzes and skills evaluations.

The meeting was adjourned by Scott Downing at 11:45 a.m. CT