



January 18, 19, 20, 2017, Orlando, FL

January 18, 2017 – Day One

Members Attending: Bob Stevens, Meg Miller, Alexis Kagiliery, Kerry Chausmer, Thelma Kuska, Carole Guzzetta, Laurie Ludovici, Emily Lee, Suzanne LeDoyen, Krystal Heinzen, Jennifer Booge, Sarah Tilton, Audrey Eagle, Dina Burstein, Marilyn Bull, Terry Emerson, Robert White, Dave Sander, Charlie Vits, Tammy Franks, Amber Kroeker, Lindsay Pollok, Diana Imondi Dias, Angela Brown, Amy Artuso

Members Not Present: None

Guest(s) Present: Lorrie Lynn (National Safety Council)

Welcome and Introductions: Audrey Eagle, 12:00 PM

- Board Statement

Approval of November Meeting Minutes:

Minutes approved. All present were in favor with none opposed.

Meeting Overview and Board Member Responsibilities: Audrey Eagle

- Meeting Format
- Committee Chair and Assignment Selections

Certification Update: Kerry Chausmer

- 39,764 certified CPSTs as of December 2016
- 691 certification courses and 146 renewal testing courses offered in 2016
- More new instructors certified in 2016 (174) than in 2015 (144)
- More than 9500 new technicians certified during 2016
- 56.2% recertification rate for 2016; decrease 2015 (58.8%)
- CPST Month, May 2017: 29 Certification Courses registered as of January 2017
- CPS Express – bi-monthly; articles must be submitted by 15th of month prior to distribution
- Five-star rating on CPS Cert Facebook page, and 21K likes

NHTSA Headquarters Update: Carole Guzzetta

- New Secretary of Transportation
- Mike Brown update
- [NCRUSS study](#) follow up: New videos coming & more updates regarding how to lock a seat belt.
- [NHTSA website](#) has been updated.

NHTSA Regions Update: Meg Miller

- Regions received a briefing on Takata airbag recall. Information will be shared for public.

Cert/Recert Committee: Kerry Chausmer

- Safe Kids Administrative Updates and Announcements
- Tech/Instructor Awards Update: Suzanne LeDoyen, Sarah Tilton and Audrey Eagle
- NCPSTB Webinars update: Recent, Upcoming, and existing reviews
- Lifesavers planning
- 2017 Major Committee Projects reviewed

Diversity Committee: Angela Brown and Amber Kroeker

- Diversity Library review and discussion about resources
- Head Start Transportation- education and partnerships: Discussion led by Charlie Vits and Krystal Heinzen
- OP KIDS curriculum review; last revision was released May 2013
 - Non-certifying CPS course primarily for Law Enforcement, Health Care and Child Care providers
 - Committee to update: compare/contrast with certification curriculum information
 - Consider online learning option

Closing: Audrey Eagle

- Information provided in preparation for Day 2 of meeting
- Board Photo

Day 1 Adjourned at 4:47 PM**January 19, 2016 – Day Two**

Members Attending: Bob Stevens, Meg Miller, Alexis Kagiliery, Dave Sander, Thelma Kuska, Carole Guzzetta, Laurie Ludovici, Emily Lee, Krystal Heinzen, Suzanne LeDoyen, Jennifer Booge, Sarah Tilton, Audrey Eagle, Dina Burstein, Kerry Chausmer, Terry Emerson, Robert White, Lindsay Pollok, Charlie Vits, Tamara Franks, Diana Imondi Dias, Angela Brown, Marilyn Bull, Amy Artuso

Members Not Present: None

Guest(s) Present: Lorrie Lynn (NSC), Kevin Liska (Tennessee Tech University; 8:05 – 9:20am)

Welcome: Audrey Eagle, 8:00 AM

- Meeting Called to Order / Day 2 Overview

Guest Speaker: Kevin Liska, TN Tech University, iCube Executive Director

Adult Learning Theory Sub-Committee: Amber Kroeker

- Adult Learning Theory and Behavioral Economics presentation

Curriculum Committee: Diana Dias, Thelma Kuska, Dina Burstein

- Discussed general goals of next curriculum revision
- Discussed Module changes and field suggestions
- Shared work group assignments

Recognition Luncheon: (Lunch sponsored by National Safety Council)

- Recognition of outgoing Board Members: Carole Guzzetta
- Changeover of Executive Officers

Membership Committee: Sarah Tilton

- Review of open positions for 2018
- Discussed possible changes to application and selection process
- Review of overall Board positions, including on/off rotation cycle

Quality Assurance Committee: Dave Sander / Tammy Franks

- Reviewed responsibilities of QA committee
- Review of all By-law changes and approval of changes by Board
- Addition of new National Safety Council Representative, permanent appointed non-voting position
- Discussion of permanent voting and non-voting position term limits
- Updated role of Vice-Chairperson regarding oversight of committee work
- Approved member responsibility of social media submissions

Closing: Sarah Tilton**Day 2 Adjourned at 5:00 PM****January 20, 2017 – Day Three**

Members Attending: Bob Stevens, Carole Guzzetta, Lorrie Lynn, Alexis Kagiliery, Laurie Ludovici, Emily Lee, Krystal Heinzen, Suzanne LeDoyen, Audrey Eagle, Sarah Tilton, Dina Burstein, Terry Emerson, Diana Imondi Dias, Meg Miller, Charlie Vits, Tammy Franks, Amber Kroeker, Lindsay Pollok, Kerry Chausmer, Marilyn Bull, Amy Artuso

Members Not Present: None

Guest(s) Present: Thelma Kuska

Welcome: Sarah Tilton, 8:00 AM**Communications Committee: Amy Artuso and Dina Burstein**

- Review of social media and cpsboard.org analytics
- Planning for June 2017 Twitter Chat
- NCPSB Webinars: review of existing resources and plan for future webinars
- NCPSB and national certification curriculum 20th Anniversary planning
- *Why Become a Board Member?* Project
- CPS Community Presentation development

Outstanding Business: Sarah Tilton

- 2017 Committee Leadership / Membership Sign Up: Amy Artuso
- Membership committee outstanding action items
- Curriculum committee outstanding action items
- 2017 National CPS Tech & Instructor of the Year

New Business: Sarah Tilton

- NSC FTP Site Use Review: Amy Artuso
- New Conference Call Provider: Amy Artuso
- *Road To Zero* Initiative: Amy Artuso

Meeting Schedule for 2017: Sarah Tilton

- Conference Calls: 1-2:30 PM ET (Includes Curriculum Committee Meeting)
 - March 14, 2017
 - May 9, 2017
- In Person: July 18 – 20, 2017 (Tuesday - Thursday), NSC, Itasca, IL
- Conference Calls: 1-2:30 PM ET (Includes Curriculum Committee Meeting)
 - September 12, 2017
 - November 14, 2017
- New Member Orientation Webinar: 1-2:00 PM ET
 - December 5, 2017
- In Person: January 17 – 19, 2018 (Wednesday – Friday), Location TBD

Closing Remarks: Sarah Tilton**Day 3 Adjourned at 11:42 AM**

Minutes respectfully submitted by Amy Artuso, Board Secretariat