



July 19, 20, 21, 2016, National Safety Council, Itasca, IL

July 19, 2016 – Day One

Members Attending: Lindsay Pollok, Thelma Kuska, Robert White, Suzanne LeDoyen, Sarah Tilton, Marilyn Bull, Meg Miller, Diana Dias, Tamara Franks, Dina Morrissey, Angela Brown, Amber Kroeker, Jennifer Booge, Carole S. Guzzetta, Audrey Eagle, Alexis Kagiliery, Kerry Chausmer, Amy Artuso, Ashley Singh, Diana Imondi Dias, Emily Lee, Laurie Ludovici

Members Not Present: Dave Sander

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

Welcome and Introductions: Audrey Eagle, 12:05 PM

- Board Statement
- Introductions & Meeting overview
- Welcome to National Safety Council – Lorrie Lynn, NSC

Approval of May Meeting Minutes:

Minutes approved with requested changes made. All present were in favor with none opposed.

Certification Update: Kerry Chausmer

- More than 39,000 certified CPSTs as of June 2016
- Review of certification courses & renewal testing courses offered by month
- 54.9% recertification rate for June 2016; decrease from this time last year (57.4%)
- CPST Month (May 2016) CPS Certification social media impressions reviewed (Facebook & Twitter)
- CPST Month: 84 courses offered (< 87 in 2015) in 41 states, 1252 CPSTs certified (< 1322 in 2015)
- CPST Month 2017 preparations discussed
- CPS Express – New look; bi-monthly; articles must be submitted by 15th of month prior to distribution

NHTSA Headquarters Update: Carole Guzzetta

- Child Passenger Safety Week is September 18 – 24, 2016
- [NCRUSS study](#) follow up RFP out to conduct additional analysis
- Rule-makings: 213 upgrade - LATCH usability and side impact information expected in 2017

NHTSA Regions Update: Meg Miller

- Thankful for all being done

NCPSB Vice Chair Elections Update: Audrey Eagle

- Corrected list of eligible members
- Position responsibilities overview

Membership Committee: Sarah Tilton

- 2016 Membership Application Process reviewed
- Candidates selected for interviews based on scoring of applications
- Interviews will be conducted by video-conferencing; dates confirmed for committee
- Reference checks of interview candidates to be conducted; member assignments created
- Interview questions reviewed and edited
- Next committee call scheduled for August 3, at 11am Eastern
- Membership promotion suggestions discussed

Cert/Recert Committee: Kerry Chausmer

- Sarah Tilton led review of awards program timeline, process, materials and promotion
- CPS Webinars – review of upcoming and recently posted webinars; schedule created
- Appeal discussed
- August committee meeting will be conducted via email due to schedule conflict with webinar

Closing: Audrey Eagle

- Information provided in preparation for Day 2 of meeting

Day 1 Adjourned at 5:12 PM**Thursday, July 20, 2013 – Day 2**

Members Attending: Dave Sander, Dina Morrissey, Marilyn Bull, Tammy Franks, Angela Brown, Kerry Chausmer, Alexis Kagiliery, Thelma Kuska, Suzanne LeDoyen, Ashley Singh, Amber Kroeker, Audrey Eagle, Sarah Tilton, Jennifer Booge, Lindsay Pollok, Robert White, Laurie Ludovici, Emily Lee, Carole S. Guzzetta, Meg Miller, Amy Artuso, Diana Imondi Dias

Members Not Present: None

Guest(s) Present: Lorrie Lynn (NSC)

Welcome: Audrey Eagle, 8:02 AM**Vice Chair Elections Update – revised timeline****Curriculum Committee: Diana Dias, Thelma Kuska, Dina Morrissey**

- Reviewed curriculum revision suggestions from the field
- Follow up action item assignments created

Quality Assurance Committee: Dave Sander / Tammy Franks

- Discussed Child Restraint Manufacturer Representative position and appointment process
- [By Laws](#) Revisions and approval
- [Operations Manual](#) to be updated during next committee call and then sent to full NCPSB for approval

Lunch: Thank you to the National Safety Council for sponsoring lunch!

- Welcome to NSC/ Thank You to the NCPSTB: Kelly Nantel, NSC VP of Advocacy and Communications
- Visit NSC community car seat check event

Communications Committee: Amy Artuso / Dina Morrissey

- Social Media update – Ron Kremer, NSC, introduction; post content reminder
- Follows have organically doubled in less than a year
- NCPSTB is now on Wikipedia
- Next NCPSTB Twitter Chat is August 24th, Noon – 1pm Eastern, #Safe2School
- Planning for Kidz In Motion NCPSTB conference session, August 12 at 3pm Eastern
- www.cpsboard.org updates
- Planning for NCPSTB & CPST curriculum 20th Anniversary
- Community CPS PPT presentation request discussed
- Other communications materials discussed: Membership, awards, media guidelines
- Request to review NSC CR position statement

Diversity Committee: Angela Brown / Amber Kroeker

- CPS Diversity Resource Library – create guidelines for submission of resources
- Ensure content meets a need
- CPS and safe sleep – car seats are only for travel – educational actions planned
- Lifesavers Diversity workshop ideas

Curriculum Discussion:

- Booster Transition Process: Dina Morrissey
- Updating Skills 3: Kerry Chausmer

Communications: Amy Artuso

- Heatstroke
- See First on FB demo

Review of upcoming NCPSTB meeting schedule: Audrey Eagle

Day 2 Adjourned at 5:10 PM

Friday, July 21, 2016 – Day 3

Members Attending: Ashley Singh, Suzanne LeDoyen, Sarah Tilton, Audrey Eagle, Jennifer Booge, Lindsay Pollok, Dave Sander, Marilyn Bull, Kerry Chausmer, Carole S. Guzzetta, Meg Miller, Angela Brown, Dina Morrissey, Tamara Franks, Emily Lee, Laurie Ludovici, Alexis Kagiliery, Thelma Kuska, Amy Artuso, Amber Kroeker

Members Not Present: Robert White, Diana Imondi Dias

Guest(s) Present: Lorrie Lynn, NSC

Welcome: Audrey Eagle, 8:00 AM

Vice Chairperson Candidate Introductions: Audrey Eagle

Curriculum Committee: Diana Imondi Dias / Dina Morrissey / Thelma Kuska

- Safe Transportation website resource updates: Marilyn Bull
- Adult Learning Theory Sub-committee: Amber Kroeker
 - Public Health and CPS presentation
 - Short-term, Mid-term and Long-term Recommendations
 - Logic Model: Tammy Franks
 - Concept Approval Motion: all in favor with none opposed

Outstanding Business:

- Cpsboard.org Resource Calendar: Amy Artuso
- Membership: Sarah Tilton

QA Committee: Tammy Franks / Dave Sander

- Operations Manual

Visit by Deborah Hersman, President and CEO, National Safety Council

Upcoming Meetings:

- Conference Call: 9/14/16 at 11 AM EST/10 AM CST
- Conference Call: 11/16/16 at 11 AM EST/10 AM CST
- New Member Orientation: 12/7/16 at 11 AM EST/10 AM CST
- In Person: January 18 – 20, 2017 (Wednesday – Friday), Orlando, FL
- July 2017 meeting dates to be determined following survey of the NCPSB

Closing Remarks: Audrey Eagle

Day 3 Adjourned at 12:03 PM

Minutes respectfully submitted by Amy Artuso, Board Secretariat