



**Minutes of the Meeting of the National Child Passenger Safety Board
November 18, 2015**

Meeting (via conference call) called to order by Jennifer Booge at 11:02 AM EST

Members Attending: Jennifer Booge, Audrey Eagle, Sarah Haverstick, Carole Guzzetta, Amy Artuso, Kerry Chausmer, Sherri Cannon, Diana Imondi Dias, Marilyn Bull, Sarah Tilton, Thelma Kuska, Dave Sander, Amber Kroeker, Carol Meidinger, Helen Arbogast, Angela Brown, Joshua DeFisher, Dina Morrissey, Emily Lee, Robert White, Laurie Ludovici, Alexis Kagiliery

Members Not Present: none

Guest(s) Present: None

* Reminder: Members are asked not to call in to the meetings while driving a motor vehicle. Employees of the National Safety Council cannot remain on the call while any individual is driving a motor vehicle and using a cell phone regardless if hand-held or hands-free. Thank you!

Welcome and Introductions:

Chairperson Jennifer Booge welcomed Board members and shared Board Statement of Intent.

- Roll Call conducted by Secretariat, Amy Artuso
- Reminder to not talk on cell phones while driving during this meeting

September 2015 Meeting Minutes approval

Motion to approve minutes as submitted; All voting members present were in favor with none opposed.

Certification Update: Kerry Chausmer

1. Recertification nationally between 1/2015 – 10/2015 is 58.8% (an increase from 55.2% this time last year). This is a phenomenal rate as it has increased from approximately 38% 10 years ago! Thank you to the amazing teams in the field that make this happen!
2. This committee will work on a new CEU option in 2016 as the Tech Update newsletter is phased out.
3. Recognized success of CPS Cert FB page and NCPSB FB page.

NHTSA Update: Carole Guzzetta & Sherri Cannon

1. Discussed allowance to purchase promotional items by programs with funding from NHTSA. Items have to have some kind of educational message. It is not defined what the message has to be. NHTSA is working to put a policy in place. However, funding comes from state highway safety offices (SHSO)

and SHSOs might have a policy that does not allow for purchase of these items. Programs with funding should check with their SHSO for clarification.

Membership Committee: Audrey Eagle

1. New Member Orientation: December 16, 2015 at 11:00am EST
 - Each committee chair will present information
2. Discussed NCPSB positions eligible for travel support. Changes to be made in 2016.

Cert/Recert Committee: Kerry Chausmer

1. Committee members were thanked for participation in appeals process.
2. Discussed status of Technician and Instructor of the Year nominations, and review process.

Communications Committee: Dina Morrissey

1. 2016 Twitter chat #1: Thursday, January 21 at 1:00pm EST; Topic is LATCH.
 - Confirmed participants: Britax, Evenflo, Fiat Chrysler LLC; hosted by NCPSB
 - Prizes provided by Britax, Evenflo and Diono
 - Content, infographic, and primary hashtag discussed
2. Social Media update provided (FB: 5,306 likes and Twitter: 389 Followers as of 11/17/15)
 - Members were asked to provide content for posts to Diana Imondi Dias.
3. New members: Combined press release to public on November 2, 2015. Individual press releases will be public on January 18, 2016. Will update cpsboard.org prior to January 2016 meeting.
4. Committee will prepare for Tech & Instructor of the Year awards during 2016 committee meetings.

Quality Assurance Committee: Carol Meidinger

1. Curbside communications tool was completed. See article in November CPS Express.
 - Document will be added to cpsboard.org in "Quick Links for Techs" box.
2. NCPSB members to review and vote on approval of final Operations Manual by COB 11/30/15.
3. Asked committee to review bylaws prior to 12/16/15 meeting for consistency with Operations Manual.
4. Committee will review curriculum resources on cpsboard.org during 12/16/15 meeting.

Diversity Committee: Angela Brown

1. Resource survey sent out in September CPS Express. Discussed results and plan moving forward.

Curriculum Committee: Diana Imondi Dias

1. Discussed the history of and science behind using rolled blankets outside of harness system in car seats as a result of inquiry from the field. Topic noted for review in future curriculum revisions.
2. Comments continue to be submitted through the Materials Feedback Form on cpsboard.org.
3. Requested January agenda item to discuss addition of CEU ad hoc committee.

Other Business: Jennifer Booge:

1. Discussed NCPSB members' role serving as OPC workshop moderators at Lifesavers 2016.
2. Send January travel information to Amy A. in preparation for in-person meeting.

Next Board meeting:

- In-person: Wednesday, January 20 – Friday, January 22, 2016 in Miamisburg, Ohio

Adjourned at 12:12 PM EST

Minutes respectfully submitted by Amy Artuso, Board Secretariat