



**Minutes of the Meeting of the National Child Passenger Safety Board
March 16, 2016**

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

Members Attending: Sarah Tilton, Carole Guzzetta, Jennifer Booge, Amy Artuso, Kerry Chausmer, Dave Sander, Amber Kroeker, Tammy Franks, Angela Brown, Suzanne LeDoyen, Joshua DeFisher, Dina Morrissey, Emily Lee, Lindsay Pollok, Laurie Ludovici, Alexis Kagiliery

Members Not Present: Audrey Eagle, Thelma Kuska, Meg Miller, Diana Imondi Dias, Marilyn Bull, Robert White

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:

Vice-Chairperson Sarah Tilton welcomed Board members and shared Board Statement of Intent.

- Roll Call conducted by Secretariat, Amy Artuso
- Reminder that if you are driving during the call time, please pull over safely and then call in.

January 2016 Meeting Minutes approval

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

Certification Update: Kerry Chausmer

1. [2015 CPS report](#) is now available. Encourage all to read- this is a data resource that can help support CPS programming.
2. Recertification nationally between 1/2016 – 2/2016 is 54.2% (an increase from this time last year).
3. May is CPST Month. The 2016 goal is to have 100 courses in the U.S. and 1 non-U.S. course held.
4. [CPS Express](#) will start bi-monthly schedule with May/June edition.

NHTSA Update: Carole Guzzetta

1. Discussed use of 402 funds.
2. NHTSA Regions update: CT responsibilities are moving to Region 2 (previously part of Region 1).

Membership Committee: Sarah Tilton

1. 2017 Membership materials have been updated and will be available on www.cpsboard.org on 4/1/16.

2. The 2017 [Membership application](#) period is April 1 – June 10, 2016.
3. Promotion of open membership application period discussed.
4. 2017 open positions for application: At-Large, Diversity, Injury Prevention/Healthcare, and Public Safety-Fire/EMS
5. The Child Restraint Manufacturer Representative is open for appointment by JPMA.

Cert/Recert Committee: Kerry Chausmer

1. [Tech and Instructor of the Year awards](#) will be presented at the *Then and Now* Lifesavers Pre-session.
2. Continue to add to [CPST CEU webinars](#). Members are encouraged to see updated webinars.
3. CPST [Recertification criteria](#) were updated in February 2016. All 6 CEUs can now be earned online, and a new community education option is available.
4. [Find a Course](#) resource – can now sign up to be notified when new courses are added in your state.

Communications Committee: Amy Artuso

1. Thanks to committee members for [social media](#) posts. All members encouraged to send content to Jennifer Booge & Diana Dias “ready to post”, preferably with photo (utilize [NHTSA photo gallery](#)).
2. Social media update: [FB](#) with 6,149 likes and [Twitter](#) with 478 followers; multiple new webinars on [YouTube](#).
3. January Twitter chat analytics summary provided; next chat to be held in August 2016.
4. [Annual Planner](#) project highlight; this is a working document, please continue to send content.
5. [Instructor emails](#) – will be sent as content is submitted.
6. Overview of NCPSB planned activities and events at Lifesavers 2016 provided.

Quality Assurance Committee: Dave Sander

1. FMVSS resources update – completed
2. Safety Belt Safe U.S.A. follow up completed for [curriculum resources](#) update.
3. Module 11 review of resources pending.
4. [By-laws](#) and [Operating Procedures](#) review ongoing.

Diversity Committee: Angela Brown

1. [Diversity Resource Library](#) is live. Thanks to committee for their work on this. Please promote availability and submit additional resource suggestions to: CPSresource@yaho.com.

Curriculum Committee: Dina Morrissey

1. Continue to monitor new submissions through [materials feedback form](#).
2. Amber Kroeker discussed new Ad-hoc committee focused on effective adult education.

Other Business: Sarah Tilton

1. NCPSB reminders in preparation for Lifesavers (Amy Artuso)
2. Lifesavers moderator and speaker reminders (Alexis Kagiliery)
3. NCPSB July meeting update, July 19-21, 2016 (Amy Artuso)
4. NCPSB session at Kidz In Motion conference in August. (Amy Artuso)

Next Board meeting:

- Conference Call: Wednesday, May 18, 2016 at 11am EST/ 10am CST

Adjourned at 12:12 PM EST

Minutes respectfully submitted by Amy Artuso, Board Secretariat