

Safe Kids CPS Action Team Notes

Date: **April 9, 2008**

Present: Marsha Rozell, Beth Dadko, Donna Bianchi, Allie Balkin

TOPIC	DISCUSSION	ACTION/ BY WHOM/BY WHEN/FOLLOW-UP
Introductions & approval of minutes & announcements	<ul style="list-style-type: none"> ▪ Introductions were made. Minutes were reviewed and approved with changes. 	
Buckle-Up Around the Bay	<ul style="list-style-type: none"> ▪ Buckle Up Around the Bay is going well. The event in our county will take place at the AAA office off Farmers Ln. Rex from AAA will provide pizza, soda & water for all participants. The main AAA office in San Francisco will be providing t-shirts for everyone working the event. AAA will be sending out car seats for the event. ▪ Marsha has decided not to ask Starbucks for a coffee donation since the event will be taking place later in the day and AAA will be having refreshments. 	<ul style="list-style-type: none"> ▪ Marsha will send out final announcement and flyer for event when it is received from the AAA office in San Francisco.
Refresher Update Class	<ul style="list-style-type: none"> ▪ We received both grants for the class. ▪ LATCH manuals have been ordered and received. ▪ Marsha is still working on curriculum ▪ Baby News is on board with the new date. 	<ul style="list-style-type: none"> ▪ Marsha/Beth will handle recruiting ▪ Marsha will complete curriculum and get to Donna & Jette

TOPIC	DISCUSSION	ACTION/ Follow-up
Safety Fair at Hidden Valley Elem	<ul style="list-style-type: none"> ▪ The Safety Fair is going well. We have about 5 techs confirmed and are waiting to hear about CHP techs. Marsha will be present at the event for any CSS Check Sign Offs for recertification. ▪ Marsha met with CHP & SK rep. for logistics on location for different activities. Marsha has not heard from the fire department but has calls and emails in. ▪ All techs need to arrive by 9:00am for set-up. Starbucks is providing coffee, Santa Rosa Memorial will provide donuts and muffins for breakfast and Hidden Valley PFO will be providing lunch. 	<ul style="list-style-type: none"> ▪ Marsha will send out final announcement and flyer once all techs have been confirmed.
June NHTSA Class	<ul style="list-style-type: none"> ▪ Class recruitment is going well – we have 8 confirmed so far. ▪ We were awarded the \$3000 grant from State Farm. Portions of this grant will cover local fees, lunch and materials for students. ▪ Marsha received the information about the trailer from Ventura County. The trailer is complete with car seats, cones, signs, coffee pot, ice chest ... and anything else you could think of. The use of the trailer is \$50, an additional \$150 deposit needs to be made in case anything needs to be replaced. ▪ The tow vehicle has to have a standard ball hitch and be capable of towing 3500 lbs. 	<ul style="list-style-type: none"> ▪ Marsha will email the information on the trailer to Beth who will forward it to Doug at Santa Rosa PD & Barb at CHP. ▪ It was discussed that we would wait until the end of April before we send out a regional announcement for the class – allowing for local professionals to sign up.
Car Seat Donation Flyer	<ul style="list-style-type: none"> ▪ Barb spoke with Shannon King and Becky Machowitz (both from CHP) regarding their participation in events where donations will be sought – she is still getting clarification. ▪ Marsha has not changed the letter – no time and writers block. Marsha asked if other members could look at the letter and email her will suggestions on how to reword it. 	<ul style="list-style-type: none"> ▪ Barb is still seeking clarification of CHP participation at events ▪ Marsha and others to revise letter and make it more simplified ▪ Beth to translate the letter into Spanish ▪ Michelle to proof the Spanish version of the letter
Agency Reports & Upcoming Events		<ul style="list-style-type: none"> ▪