

Motorcycle Safety Education Commission Meeting

**Kentucky Justice and Public Safety Cabinet
First Floor Conference Room
State Office Building Annex
125 Holmes Street
Frankfort, Kentucky 40601**

**10:00am-12:00pm
February 13, 2012**

Commission Members Present: Tim Cody (Vice Chair), Major Lynn Cross, Mike Scrivner, Jay Huber and Larry Cox. Chair Steve Hanlon and David Wiseman were not present

Justice and Public Safety Cabinet Staff Present: Tanya Dickinson and Donna Jones – Grants Management Branch

Guests Present: Ms. Dinah Meister of Balanced Dynamics, Bruce Young

Greetings and Introductions

The February 13, 2012, meeting of the Kentucky Motorcycle Safety Education Commission (KMSEC) was called to order by Chairman Hanlon. An agenda and supporting materials were distributed for review and discussion.

Prior Meeting Minutes and Reports

The minutes for the December 12, 2011, KMSEC meeting were distributed. A motion was made by Larry Cox to approve the meeting minutes and was seconded by Major Cross. All were in favor.

•FY2013 Program Proposal Review and Discussion

Since Chairman Hanlon was not present for today's meeting Vice Chair Tim Cody began the meeting asking commission members if they had any comments or questions regarding the 2013 Program Proposal. Ms. Tanya Dickinson stated that the Statement of Grant Award as well as the Special Conditions in the documents before them was standardized forms used for all grant awards including the grant award to Eastern Kentucky University (EKU) for the Motorcycle Rider Education Program. Mr. Larry Cox requested a friendly reminder of how the commission got to this point. Ms. Dickinson pointed out that EKU has been compliant in their program reporting and has for the most part also been compliant in financial reporting. They have addressed all concerns from the Grants Management Branch. She had gone on to say that specific concerns were included in the Special Condition governing their current award.

It was agreed that the commission not proceed with a new Request For Proposal for 2013 but to refine the issues the commission has with ECU. The first item for discussion was the Policy and Procedure manual which had been addressed in recent commission meetings. Tim Cody stated that Dr. Terry Kline had met with the legal department of ECU and it was determined that some policies must remain in place and any changes would be reviewed by the Kentucky Justice and Public Safety Cabinet as well as the commission prior to approving.

The next topic of discussion was the potential expansion of site providers. Currently there is a special condition relating to permanent site providers funded under the current budget. The Special Condition also included language stating that the recipient may propose additional site expansion during the fiscal year through a process to be established by the Kentucky Justice and Public Safety Cabinet. It was suggested that a form to become a site provider be completed by the potential site provider and submitted to the Commission for review. Discussion included that a Grant Adjustment Notice would be used when requesting a change, including the request for adding a new site provider. If there is a potential site provider now, they can submit the paperwork now for review and approval prior to the preparation of the 2013 Special Conditions.

The next topic was the budget. Once again, discussion was raised concerning the salaries, the purchase of the truck and ten (10) motorcycles along with the question of these necessities. The question of whether or not ECU purchased additional bikes was also raised. Tanya stated that she would research past financial reports to see if they had in fact purchased the allotted bikes. General consensus indicated that if the program needed additional bikes for training, then those expenses should be approved by the commission.

Tanya clarified that the budget they were reviewing is the current budget and was to be used to see if there are any potential changes for 2013. She went on to announce that ECU is currently in the process of purchasing the truck at a reduced cost. With the cost savings on the truck, a request to purchase a trailer was presented. It was disclosed that Wayne Steele had been using his personal trailer to transport bikes to site providers. Commission members agreed that this was a liability issue using a personal trailer. They approved the request to purchase a trailer with the money saved from the truck purchase.

The discussion moved to the topic of the online program. Because it was determined that the online program could not be included in this year's proposal due to timing, it should be addressed at future meetings to include in the 2013 budget. If the commission does purchase an online system, a special condition would be included in their 2013 award specifying that ECU would be required to track online registrations.

Next topic suggested that ECU provide training certification to the site providers who can then offer additional training for scooters, dirt bikes, and all terrain vehicles (ATV). Tim Cody stated that training for ATV's was the responsibility of the ATV Safety Institute and not ECU but they could offer training on scooters and dirt bikes. Tim had gone on to state that site providers have access to scooters already but there has not been a large interest in scooter training. Dinah Meister from Balanced Dynamics stated that they have received requests for scooter training. She also went on to say that if they were certified in scooter training they could provide scooter training at their site. She also mentioned if public awareness for this program was available, they

would see an increase in scooter training. It was suggested that ECU address this issue in their 2013 proposal and include in the grant award conditions that the vendor provide additional trainings as requested by site providers. Specific language would say ECU would be required to accommodate sites wishing to provide scooter training by providing trained instructors, materials and equipment as necessary. Jay Huber motioned that the language be included in the Special Conditions for the 2013 Grant Award with Major Lynn Cross seconding the motion. All were in favor.

- **Sub-committee Reports/General Updates**

Although there were no official reports to discuss, Tanya Dickinson brought up that Jay Huber, Tim Cody and David Wiseman's commissions would expire this year. All three gentlemen expressed an interest in being re-appointed as commission members. She included that the by-laws for the commission states that all elections would be held at the September meeting.

Jay Huber reported that House Bill 328 went through the house and on to consent Calendar and then passed in the House on Friday, February 10, 2012. It is currently in the Senate but he has not heard anything back on this bill. This bill would limit the permit renewal and drop the age on when a person could receive their license to sixteen and a half (16 ½).

- **Future Meeting Date(s)**

Next Regular Meeting will be Monday, March 12, 2012

- **Adjourn**

Motion to adjourn was made by Mike Scrivner and seconded by Larry Cox. All were in favor.