

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
December 14, 2015**

Commission members present: Steve Hanlon, Dean Broaddus, Glenda Hobbic, Rick Schad, Jay Huber, and Jeanie Petty,

Not present: the Kentucky State Police Representative

Commission Guests: Mike Miller, Lula Kinder, Evelyn Mynes, Lula Kinder, Bob Heckel, Mike Scrivner and Bruce Young

Justice and Public Safety Cabinet Staff Present: Diane Marcus, Elinor Harris and Donna Jones – Grants Management Branch

• Greetings and Introductions

The December 14, 2015, meeting of the Kentucky Motorcycle Safety Education Commission (KMSEC) was called to order by Chair Steve Hanlon. An agenda and supporting materials were distributed for review and discussion. We have a quorum and missing the KSP representative. Chair recognized and welcomed all guests and requested they identify themselves and who they represent.

• Prior Meeting Minutes and Reports:

The minutes for the September 14, 2015 KMSEC were distributed for review and discussion. Chair Hanlon asked if members had any questions or concerns. Rick noticed the misspelling of ECU's program manager's name under Media Plan. Motion to accept the meeting minutes with the correction of the spelling of Chris' name in the last sentence under Media Plan was made by Jeanie. Dean seconded the motion. All were in favor.

Financial report:

Chair Hanlon moved the attention of the Commission members to the Financial Report for review and acceptance. Upon review, all members were satisfied with the financial report as presented with no questions or concerns. Jeanie motioned to accept the financial report as submitted with Jay seconding the motion. Motion carried, all were in favor.

Sub-Committee Reports/General Updates

• Student Registration Software

Chair Hanlon questioned if the Commission ended it. Jay said ECU was pursuing that. Chair asked Ms. Kinder, the new director of ECU for input. Ms. Kinder politely stated she was at today's Commission meeting as an observer. She continued to say she would gladly answer any questions if they would put

them in writing through an e-mail and requested any member to see her after today's meeting to get her e-mail address.

- **Media Plan**

Chair stated that without Chris here to present EKV updates, it would be best to move on to the RFP Committee report.

- **RFP Committee**

Since Jay was part of the RFP Committee, he took the floor. He said the only changes he received came from Rick; mostly technical along with grammar issues. Jay clarified the four (4) percent and 4,500 students to be trained annually are currently about one in the same. He cited this specific language would be found on page 3 of the RFP. Jay went on to say if there was no other concerns outside of what Donna mentioned at the September meeting regarding the cabinet's review, he would like the Commission to move on towards approving the RFP with the changes.

Chair Hanlon for the sake of all new Commission members asked how many members remembered the RFP process from 2013. Considering a good deal of members was not familiar with the process, he likened it to an evaluation process. At that point, Diane Marcus requested the floor. With the Chair's permission, she announced that GMB would need to wait for the new cabinet secretary. With him just coming on board the Commission will need to wait until he has had the opportunity to review. The question raised was, how long will this process now take? Jay believed from the last RFP, it went live early in the year with Commission members reviewing and scoring the proposal. Jay asked Diane if the executive staff had looked at it. She responded with, "No, considering we just have now heard of the new staff, and that includes General Counsel." She went on to say that GMB is willing to call a special meeting so that the Commission will not have to wait until March.

Dean asked when would be the earliest possible date the award can be made. Jay said they would like it awarded by the first of the fiscal year; giving the awardee enough time to have everything in place to begin training. He went on to say, "the sooner, the better" and hopes everything will be in place by the March meeting. Dean inquired how long it took the Commission to score the proposals. Jay said, they had approximately a month; before March so the award could be granted in March. Chair Hanlon concurred that it's an involved process.

- **Other**

Chair Hanlon mentioned the missing Commission member representing Kentucky State Police (KSP) specifically stating the latest one assigned by KSP had retired and asked how they should pursue a new commission member. Donna reminded the Commission that the new KSP Commissioner coming on board will make that decision now that we have a new governor. Additionally she said she has reached out to the Governor's Board of Commissions to remind them of the KSP appointment. Chair Hanlon suggested the Commission possibly broaden the language in the KRS regarding the representative from KSP. Diane having a copy of the KRS, clarified there is no specific location within KSP that KSP must choose from when appointing a trooper to sit on the Commission. Chair Hanlon cited the majority of troopers assigned to the Commission have typically come from driver's licensing and naturally thought it was required. He was pleased to know KSP is not restrictive in appointing a member to the Commission.

The next topic of discussion was the fact that Richmond is looking for a new site provider. Chair Hanlon asked Lula for the reason Richmond was looking for a new site provider. Ms. Kinder reminded the Commission she is still relatively new and was not involved with the majority of the meetings but

had attended the latest one. She went on to say that regardless of who provides the training, the training will not stop in the Richmond area. Chair stated that Man-O-War is looking for a new site. Bruce stated the reason for them looking for a new site was to train refugees to ride motorcycles. He went on to say that Man-O-War successfully trained 230 individuals in that past year.

Jay questioned the number of rider coaches trained for the state. Evelyn stated EKV is analyzing the data. Jay wanted to know just how many are certified or de-certified. She responded her job responsibilities included gathering the data not interpreting it. Jay responded in saying that EKV is not following the Policy and Procedures as approved by the Commission and that he knows of a gentleman who did not receive the guaranteed training within the year as found in their guidelines. He was only given two (2) months to get the training done. Per his experience, EKV is de-certifying instructors. EKV doesn't have enough trainers now and with the fact that EKV is de-certifying them over minor technicalities is unprofessional. Ms. Kinder identified his concerns occurred during her predecessor's tenure and cannot be held responsible for his behavior. She again reiterated she would be happy to address his concerns through e-mail correspondence.

The next subject was on transitioning over to the new curriculum. Dean inquired how long it would take to transition from the old to the new curriculum. EKV replied nothing was set in stone. Dean asked if there were any more trainers to transition. Evelyn replied two in state but EKV can bring trainers from out of state if necessary. Dean mentioned Tim Cody is still certified so that leaves three (3) trainers and went on to say Tim's certification is good until 2017 so he can be included in the number of trainers available in Kentucky. He then questioned the time frame in which all trainers are to be trained to use the new curriculum. Evelyn stated they would transition two (2) sites at a time. Dean thought all rider coaches were to be trained by a particular date. Evelyn replied, "it's a process".

Future Meeting Dates

Tentatively:

- ✓ 3/14/2016
- ✓ 6/13/2016
- ✓ 9/12/2016
- ✓ 12/12/2016

Chair asked if any of the Commission members had any conflicts with the 2016 meeting dates. Motion to accept the Commission meeting dates was made by Dean and seconded by Jay. All were in favor.

Before moving to adjourn today's meeting, Jay questioned if we should motion to approve the RFP based on the approval of the Secretary or the General Counsel. Diane again stated GMB will have the secretary call a special meeting. She apologized for the fact that it causes them an additional drive here. Jay thought of saving the cabinet time by approving as is and once the cabinet secretary approves, it would prevent any unnecessary delays. Diane appreciated this thought and gently declined to have the Commission approve something that needs secretary approval first and the cabinet's General Counsel.

Adjourn

Motion to adjourn today's meeting was made by Dean and seconded by Jeanie. All were in favor.