

NYSED SBDI Advisory Committee Meeting 10/04/12

Welcome & Introductions

Attendance

Members

James Rogan	Mary Sansaricq	Gale Winsper
Steve Shadbolt	Paul Mori	Nancy Delaney
Laura Greene-Halley	Paul Overbaugh	Kathy Furneaux
Lawrence Boylan	Linda Kleingardner	Bill Hoosty
Mike Dellolio	Jeremy Bricks	William Haight
Robin Parks	Peter Lawrence	

Absent

Russell Carrasquillo	Pete James	Paul Chevalier
Maria Kleinhans	Tyrone Worrell	

Guests

Lorraine Misciagno	Betty Hughes	Peter Mannella
Dave Christopher	Ted Finlayson-Schueler	Jim Ellis
Cynthia Rauli		

Role of the Commissioner's SBDI Advisory Committee

- The committee is comprised of School Bus Driver Instructors and Master Instructors throughout New York State. It is responsible for making recommendations to NYSED regarding regulatory and training needs for School Bus Drivers, Monitors, and Attendants.

This diverse committee has a great opportunity to share its knowledge and experience with the department, and continue to *raise the bar* on its commitment to the safety of our children.

- A sign-up sheet was passed around for interest in sub-committees within the group. Email addresses were also verified for accuracy.

Pre-Service Curriculum Update

- Disks have been distributed
 - Pete James had a concern with the section on D&A testing that states D&A testing is necessary for the Pre-Service when only drug testing is required. (Ted FS will look into it.) Paul Mori mentioned that this was left in deliberated and it was left in intentionally. Ted will see about providing some clarification in an upcoming PDS.
- Certificate redesign: The group agreed that a NYSED certificate would be extremely helpful for drivers and operators to prove that the course was given and the driver indeed completed the course.
 - Kathy Furneaux will issue a cost proposal and Mary will look at amending the RFP for PTSIs existing contract.
 - NPOs should be relaxed or eliminated with regard to the Pre-Service so operations can get the drivers trained.
 - Ted FS shared that a NPO would not serve a purpose as the NPO was a NYSDMV function and used with Point Insurance Reduction Program.
 - A notice of Program Completion would be all that is required.
 - While this is not an immediate need. It is important to get this done and we move on this certificate.
- Paul Overbaugh asked the question of "how can we add existing drivers to a database?"
 - Kathy will provide an estimate on tracking these drivers based on the existing driver database.
- Will there be an opportunity for other Pre-Service classes to be approved?
- Ted FS made the suggestion that next year's PDS include the Pre-Service class for all drivers. (**Back to the Basics, Complacency? Pre-Service could deliver a great ROI**)

Report on Locust Valley Driver Fatality

- Paul Mori debriefed the accident and the cement truck mixer misjudged the height of the overpass and ran into the school bus, killing the driver with the left front tire. The driver may have been distracted by a student with autism possibly looking in the overhead mirror. He appeared to have moved his bus toward the right side of his lane in anticipation of the impact. Note: This could not have been prevented by different routing as the alternative involves a lower bridge and more difficult road. Students were in lap belts.
 - Lessons learned: Drivers need to look ahead 12-15 seconds to be able to leave themselves an out. Additionally, middle loading is crucial for safety. These students were afforded middle loading by luck. There were no lefts and rights for the driver route sheets. Notification processes were improved where someone must be by the phone. Emergency response crews cut through the fiberglass side panel and it is not recommended as it “chokes” the saw. EMS is planning to conduct a MCI for emergency responders on cutting apart buses. The district has moved to increase its safety compliance and paperwork via *License Monitor* software to include NYSED requirements. They are not currently on the electronic NYSDMV system (Concordia).
 - NYSED normally investigates student fatalities and they felt that lessons could be learned from this driver fatality. This will be the direction of the department in the future. Tending to the needs of the drivers after a loss like this is important in the healing. Note: Accidents like this that do not fall under the school bus criteria can fall outside the statistics we track.

Guidelines for Transporting Oxygen on School Buses

- Kathy from PTSI gets many requests for information on oxygen and our state does not have any guidelines on them. She therefore has to refer them to other states.
 - A subcommittee will be formed to evaluate and recommend guidance language for the state.

- Mary S. shared that she heard that a student should have 4 hours supply of oxygen on a school bus.
- Paul M. mentioned that one district had a request for “M” tank (4’ tall) on their bus.

2013 PDS and 2013-14 Refreshers

- RFP status updates (Two are coming out and two to be extended)
 - Curriculum for Refreshers RFP#13009 (~2 weeks out)
 - Curriculum for PDS RFP#13011 (~4 weeks out)
 - One-Year Extensions will be coming shortly, official approval is pending by 50% of the approvers signing-off to date.
 - Two more RFPS will be coming in the near future. More information to be shared at the December meeting. Possibly Basic and Advanced Courses, MI classes, K-6 Student Curriculum, etc.
 - Further discussions took place about having the Pre-Service Course for the two refreshers. Time challenges may exist but our database or all individuals would be complete.
 - A NPC would need to be submitted to PTSI for the certificates.
 - A vote was casted on how many members would like to see the Pre-Service class as our upcoming refreshers. The vote was 16 in favor and 1 that did not raise their hand.

SED Field Audits or “Compliance Reviews”

- Field audits could be discussed at the upcoming PDS, how to teach the Pre-Service refreshers. A topic theme could be *Raising the Bar*.

SED Compliance File – Driver, Monitor, Bus Attendant

This is an evolving process, not finished.

- Superintendent’s (Supervisor’s) Approval
- Current physical (less than 13 months)

- 3 Personal References
- Physical Performance Test (every 2 years)
- CDL with P & S endorsement
- Fingerprints
- Basic SED Approved course
- Advanced SED Approved course
- Pre-service including PJ's Law 3-4 hours SED Approved curriculum SED Regulations
- Refresher – two hours/twice a year
- Student Safety Drills – 3 a year
- CPR Training
- The Dignity Act
- Anti-idling policy

See the following link at:

http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CCIQFjAA&url=http%3A%2F%2Fwww.p12.nysed.gov%2Fschoolbus%2FSED_Audits%2Fpreparing_for_a_n_sed_file_audit.ppt&ei=FeNtUI_VFYus0AGrhIGoDw&usg=AFQjCNFPVCsg2fdIVAm_UdxCzaX_PdjOVg&cad=rjt for a copy of the presentation and SED File Checklist.

A webinar is tentatively scheduled for October 30, 2012 at 3:00pm on SED Compliance Audits. SED is trying to reschedule the webinar for a more transportation friendly time.

A suggestion was made that an ideal SED file be put on the website. Additionally, the items that are optional (CDL P endorsement and CPR, etc.) should be indicated on the website on this list.

The NYAPT Summer Conference was a learning experience for Mary S. as her message was not initially heard that NYSED is trying to make sure we are doing safety items that are in regulation, not that NYSED is being punitive.

Jim Ellis recommended that NYSED offer voluntary safety audits for carriers and contractors instead of audits.

Robin Parks made a suggestion to change the word audit to *safety review* or similar and it will be much more well-received. Dave Christopher echoed this thought.

Some people mentioned not having access to the original references from their employer. It was suggested that new ones be recreated or notarized copies be kept in the transportation file.

The NYSED would like to see a copy of the DASA district policy.

- Kathy F. mentioned that in speaking with the DASA person at NYSED that annual training will occur for all district employees. This includes regularly scheduled vendors, etc.

Peter Mannella suggested that Laura Sar about our efforts for school people. We should have a conversation to help make sure we are on the same page.

- It appears that there is a lot of confusion at the transportation level.
- Mary mentioned that we are ahead of the curve on this issue and one district asked if they could use the transportation training curriculum for their schools.

Steve Shadboldt asked about the 19-A Examiner exception for SBDI work and the original law had a sunset provision and that has been reached. Additionally, the waiver was for one-time and not to be renewed as an exception.

- The waiver language states: *Your request for a temporary waiver will be reviewed based upon the information you provide. Please try to be as thorough as possible in justifying your need for the temporary waiver and enumerate specific steps you intend to take to eliminate the need for a waiver in the future. You will receive a signed copy of your waiver approval when it has been processed. Approvals will be granted for up to a period of 3 school years commencing July 1, 2003.*

The MI program should be investigated and discussed. Mary mentioned that she would like guidance from this committee on the upcoming RFPs so we are in a cycle and not doing them in a rushed manner.

Meeting adjourned at 4:30 pm.

Next Meeting – December 6, 2012