

# **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  
September 12, 2016**

**Commission members present: Rick Schad, Jeanie Petty, Jay Huber, Steve Hanlon, Glenda Hobbic, and Bob Heckel**

Not present: Robert Schultz

**Commission Guests: Fred Williams, Dinah Meister, Keith Roberts, and Bruce Young**

**Justice and Public Safety Cabinet Staff Present: Stacy Woodrum-Office of Management and Administrative Services**

## **Greetings and Introductions**

The September 12, 2016, meeting of the Kentucky Motorcycle Safety Education Commission (KMSEC) was called to order by Chairman Steve Hanlon. An agenda was not available for distribution for this meeting. Chairman Hanlon stated that the Commission had five (5) members in attendance and therefore, a quorum. Chairman Hanlon recognized and welcomed all guests.

## **Prior Meeting Minutes and Reports**

The minutes and financial report for the March 2016 KMSEC meeting were not available for distribution and review. Chairman Hanlon asked that the minutes, financial report, and other supporting documents be emailed to all members as soon as possible. Chairman Hanlon utilized last year's minutes to discuss old items of business. Chairman Hanlon and Mr. Jay Huber discussed that they could not make a motion to approve the minutes and other documents since they were not made available for review and discussion.



## □ Old Business

**RFP:** Mr. Huber stated that he was very concerned about the status of the Request for Proposal (RFP). He stated that he had not received responses to phone calls and emails from Mr. Elzie Burgher. Mr. Huber further stated that he thought the employees of the Justice and Public Safety Cabinet were dragging their feet. Mr. Huber stated that there had not been a change in status on the RFP from nearly a year ago. Mr. Huber requested that the RFP language be forwarded to Commission members as soon as possible. Chairman Hanlon asked Mr. Huber what would happen if there was no RFP. Mr. Huber stated that there was no quorum at the prior meeting and a budget could not be approved by the Commission at that meeting. He further stated that since there was no budget then there should be no payments to ECU/KMP. Mr. Huber further stated that the Justice and Public Safety Cabinet have refused to draft RFP language and that the relationship was not like it was in the past.

**Policy and Procedure Manual:** Mr. Huber stated that the Commission had submitted policy and procedure draft language to Mr. Burgher that was to be forwarded to ECU. Mr. Huber further stated that ECU was to respond in seven (7) days of receipt. Mr. Huber stated to the Commission's knowledge that ECU has not responded and that members were not aware if ECU had received the language from Mr. Burgher. Mr. Huber further stated that Commission members had not received the language.

**Continuation of Program:** Mr. Huber stated that action needed to occur on the budget. Mr. Huber stated that the budget could be approved on a continuing basis through December contingent that ECU/KMP provides two (2) instructor programs, one in northern Kentucky and the other in western Kentucky. Mr. Huber further stated that a budget could be approved contingent upon the two (2) instructor programs being scheduled. Mr. Huber made a motion to approve a budget for one-half (1/2) of the proposed total amount to fund through December 2016 contingent upon scheduling of 2 (two) instructor programs in one in northern Kentucky and one in western Kentucky and a response from ECU/KMP to the policy and procedure manual language. Mr. Huber further stated that if these contingencies were not fulfilled, payment could not occur. The motion was seconded by Ms. Jeanie Petty. A vote was held, all in favor, and motion carried with no opposition. Chairman Hanlon stated that the motion carried for the six month extension of the budget from July to December 2016 based upon the contingencies.

**Program Update:** Chairman Hanlon called for an update on the instructor program. Mr. Bruce Young stated he would give an update. Chairman Hanlon asked Mr. Young if this was on behalf of KMP. Mr. Young stated that this update was only by him individually. Mr. Young stated that there were seven (7) Rider Coach completers, one in northern Kentucky, one in central Kentucky and other locations were unknown to him at the time. Mr. Bob Heckel provided a list to members of the new Rider Coach completers.



## **New Business:**

**Welcome:** Chairman Hanlon recognized new members and guest and welcomed them.

**Update on Permits, Endorsements, etc:** Chairman Hanlon requested statistics for the number of issued permits, endorsements, and registered motorcycles in the state. Mr. Rick Schad stated that the Transportation Cabinet supplied this information to the Motorcycle Safety Foundation and that it would be provided to the Commission members. Chairman Hanlon also discussed the need for statistics on crashes and license status and that this had previously been supplied by the Kentucky State Police. Discussion was held that historically this information did not provide an accurate account since there was not a block on the report for "Other" for example if a lawnmower was involved in an accident, the motorcycle block would often get checked because it was the closest designation for it. Ms. Glenda Hobbic stated that she had discussions with the Kentucky State Police Commissioner, and he would try to start providing this information again.

**Justice/Transportation Transition:** Discussion was held that information had come to some Commission members that the Justice and Public Safety Cabinet had scheduled a meeting for September 23, 2016 with the Transportation Cabinet to discuss a move of the Commission to the Transportation Cabinet. Chairman Hanlon stated that no formal information had been received. He further stated that he would provide members with information as it came available.

**Financial report:** A financial report was not available for review.

**Contact Information:** Chairman Hanlon requested all in attendance to circulate a paper with current contact information and email. Chairman Hanlon stated that he was concerned that notices of the meeting were not going out timely and correctly, and that he would take over that task of notification.

**Requests to the Justice and Public Safety Cabinet:** Chairman Hanlon requested from the Cabinet that a clock be placed in the meeting room. Chairman Hanlon also requested from the Cabinet that minutes from the last meeting, financial report, and standard meeting packet be sent to each member by the end of the week.

**Next Meeting:** Chairman Hanlon stated that the next meeting was scheduled for December 12, 2016. He stated that if there are changes in status of any of the items discussed today that they may re-convene for a special-called meeting.

**Adjourn:** A motion was made by Jeanie Petty to adjourn the meeting, seconded by Glenda Hobbic, motion carried, and all in favor.

