

# Motorcycle Safety Education Commission Meeting Minutes

June 10<sup>th</sup>, 2019 10:00am

*Kentucky State Police Academy – 380 Coffee Tree Rd. Frankfort, KY 40601*

## Commission Members Present:

Steve Hanlon

Capt. Marshall Johnson

Matt Cole

Joe Altobellis

Glenda Hobbic

## Justice Cabinet Representatives

Jay Huber

Jetta Collett

Michelle Lacy

Amy Barker

## Guests:

Carlos Luna, Scot Williams, Les Campbell, Anita Meriss, Bruce Young, Randy Deere, Josh Bentley, Eric Harris

## Open Session:

Meeting called to order by Steve Hanlon and introductions were made. Motion to accept the minutes made by Glenda Hobbic and seconded by Joe Altobellis. Motion carried.

## Public Comment:

No Comments were made.

## State registration website:

Report was given by Les Campbell, Carlos Luna and Scot Williams from Kentucky Interactive. Les Campbell described some technical issues that were incurred by the team and how they revised the system to better meet the needs of the program. How the site is planned to work was demonstrated by the team. Question was asked about what forms of payment would be taken. For now the site will only take credit / debit cards. Discussion followed about how discount codes would work within the site. Discussion about how the student should have the ability to log back into the site to be able to reschedule a date within a couple weeks of the class without having to call the site. Also how the Phase II version should allow the students to print off completion certificates by creating a user profile or other method. Phase II or III will link the system with the KIDLIS system (circuit clerks) so that the process becomes paperless eventually. Discussion went back to how students would find out about discounts available offered by individual sites and how the progression of pages would work with a final landing at the site provider's site after registration. Concerns were raised about how students would find out about the available discounts in the most efficient way possible. Question about tech support for the

website to the site provider and the students. Scot Williams discussed how KI is already contracted to provide that support. Demonstration continued about how things would look from the site provider side and how a site provider can reschedule a student should an unforeseen circumstance occur. In addition, how the reports would look and be able to enter and see the pass / fail information about the student. Question about how any refunds would be handled should that very unusual circumstance occur. If a refund is needed it can be done through the Justice Cabinet and the payment system. Question about having a waiting list online but for now that would need to be handled by the site provider. Discussion about having a cut off date to classes especially for the e-course classes and how the sites would be able to select instructors from a list. Question asked about moving the implementation date of the website back to the end of the season. Question will be forwarded to the management at the Justice Cabinet.

### EKU Equipment

Bikes and equipment have been moved in large part to the Louisville MegaCaverns but there are a few minor items to reconcile. We have a few bikes to go back to ECU and they have a few to send to us yet.

Titles are ready to go to Surplus Properties and auctions are ready to begin. In order to value the bikes properly for the transfers to the 501c3 and KCTCS Surplus Properties wants to do a test auction to see exactly what the bikes may bring at auction. They are proceeding with that and hope to have those numbers soon. Questions about the value arises due to the bikes needing some work due to sitting with gas, batteries, tires, dent, dings, etc.. and how that may affect the value.

### Administrative Regulations

Emergency regulations have been signed by the Governor and are in effect at this time. Finance Cabinet has approved the ability of the Justice Cabinet to approve site provider contracts under cited authority. This would work similar to the Trooper R program used by the KY State Police according the Finance Cabinet and allow us to bring on new site providers without going through the RFP process in the future. Contract language is being worked on by the Justice Cabinet legal team.

Standard path of the regulations process is moving and the public comment period is now over. Jennifer Reinbold of HDRA and Alex Berger of the MSF. Jennifer Reinbold asked for HDRA to be a third party provider to the program and not be limited by the tuition caps and data requirements in exchange for not taking any reimbursements from the program. HDRA also asked about using ½ helmets. Alex Berger commented that the central website may be harmful yet offered the product offered by the MSF free as an alternative. He also stated the fee cap may be too restrictive and harm small business. The response from the Cabinet was to decline making any changes at this time and the reasons were described in the Statement of Consideration Report presented to the Commission. Motion made by Joe Altobellis and second made by Glenda Hobbic to accept the Statement of Consideration report. Motion passed.

### Program Status:

#### *Contracts*

Question on the process of the updated contracts going out to the site providers. Those will happen once the cited authority status is finalized and entered in the system. Final language is pending the Justice Cabinet legal team review.

Train the Trainer contracts have been pulled by the Contract Review Committee for a hearing. They are looking into the contracts with the MSF and Total Control. Jay Huber and other Cabinet staff will be there to answer any questions by the Committee members.

Currently we are working with the MSF to hold an update training in Louisville. However, we are having difficulties with the MSF to get dates and times.

#### *New Sites*

Discussion about the cited authority decision by the Finance Cabinet.

Somerset Community College has taken the lead role in working through the process of getting the KCTCS schools on board. Discussions are still ongoing as to the details of an MOA with KCTCS and how that may look somewhat different from the private site providers. KCTCS has expressed interest in offering the program at up to 10 different locations if details can be addressed.

SYNC Training has submitted an MOA to Morehead University for consideration to allow SYNC to use their facility in offering the course there. Still waiting to hear back from their legal department.

#### *Fiscal Year:*

Reminder to the site providers to have everything submitted by July 3<sup>rd</sup> in order to get everything posted into the proper fiscal year.

#### *SMSA / IRETS Conference:*

Request to approve funds for people to attend the conferences and discussion. Motion made to approve funds to send up to 4 people to either the SMSA or IRETS conferences by Glenda Hobbic and seconded by Steve Hanlon. Motion passed.

#### *Marketing*

Discussion as to whether to include an outreach program using the motorcycle simulator and issue an RFP in the future to a group / company to go to fairs, colleges and other public events. The feeling of the Commission was to look into the issue further and proceed with trying to find additional funding sources where possible such as federal / state grant monies and / or 502 funds.

#### *Announcements:*

Mike Canchola of Louisville has been named to the Federal DOT Motorcycle Advisory Council.

#### *Future Meetings*

September 9<sup>th</sup>, 2019

December 9<sup>th</sup>, 2019

Motion to adjourn by Joe Altobellis, seconded by Glenda Hobbic and approved.