**WTSEA BOARD MEETING MINUTES - APRIL 25, 2020**

**Meeting Called to Order:** 9:00 AM – Alex via ZOOM

**Members Attending:** Alex Hansen (President); Mike Hahn (President-Elect); Mike Shephard (Member-at-large); Gerald Apple (Coordinating Secretary); Derek Hahn (Treasurer); Scott Calahan (University Representative); Skeet Gaul (ESD 123); Chuck Filippini (ESD 101); David Slipp (ESD 113); Mike Heinlen, (ESD 121);Stu Soderquist (ESD 189).

**ALEX: Check in how is everyone doing? Let’s spend some time just checking in with each other. Everybody seemed to be doing well health wise. It was nice for everybody to have the time to share how they were doing.**

**I. Consent Agenda Items:**

**Action Items** from last board meeting – Alex

 Action items are highlighted in the Minutes and on the Agenda; will be addressed as they come up during the meeting at the appropriate time on the Agenda.

**Minutes** of last board meeting – Gerry

\*Gerry thanked David and Alex for looking over the minutes before they were approved by the WTSEA board. Mike Shephard made a motion and Skeet seconded the motion to approve the minutes. The motion was approved.

**Coordinating Secretary's Report** – Gerry

\*Gerry mentioned that he always does the minutes of the last meeting and helps provide suggestions for the next board meeting. He has been doing some preparation for the ADTSEA conference that will be held in 2022 in Vancouver, WA.

**Senior Driving Report** – Gerry

\*Gerry recommended that we keep the cost of this senior driving program at $10. Gerry would like to set up a ZOOM meeting with Skeet and Derek in the next two weeks to discuss the compensation chart, fees, requirements and concepts taught in the "Seniors Getting There Safely" program.

**Treasurer's Report** – Derek

\*There is currently a balance of $12,505.81 in our account. We have spent $336.76 since 2/26/2020 and brought in $77.08. Derek designed a template for the senior driving class. Skeet mentioned that we are down about $3000 from last year at this time.

**Website report** – Skeet & Teri

\*Teri has done some updating of our website. She has added a section on the corona virus pandemic. We need pictures and bios of a couple of the board members. Alex requested that Teri provide a report on any aditions or changes she has made to the WTSEA website for each board meeting.

**Membership report** – Skeet & Bree

\*We currently have 91 WTSEA members which is three more than we had reported at our February board meeting. Gerry made a motion that we accept items 2-7 of the consent agenda. Mike Hahn seconded the motion. The motion passed.

**II. Old Business**

**President's Time – Alex**

**\*Alex mentioned that the WACS on simulation need to be eliminated. At the current time no TSE programs are using true simulation. Some commercial schools are using DriverZED which is not true simulation. Four hours of DriverZED is supposely 1 hour of behind-the-wheel time. OSPI needs to take a stand on this issue and make a ruling.**

**Elections committee report** – Mike Shephard, Mike Hahn, Skeet

\*Mike Shephard mentioned that the elections committee has not been able to accomplish anything. He mentioned that we need to request OSPI for a disclosure list of all of the TSE instructors that are currently teaching TSE. Plus, we need their contact information. David will do this request. Then we can see what TSE teachers are not current members of WTSEA and contact them.

**Developing Uniform Instructor Training** for public school TSE teachers- Mindy Smith (OSPI) & Manny Gonzalez (WTSC)

\*On April 18th, Mindy, Manny and four WTSEA board members got alot accomplished. Skeet wrote down some suggestions made by board members on how to address the problem. One suggestion was "we need to update the WACS." Another suggestion was "create a new training system." Manny and Mindy will get together and give us some ideas of what we can and can NOT do in developing our in-scope section of the charter proposal. We are using Microsoft teams to develop our charter and share ideas. The Washington Traffic Safety Commission is granting $100,00 to this project. Alex is encouraging TSE teachers from throughout the state to be on this committee. He referenced school districts such as Bellingham, Arlington and Federal Way needed to be represented on this committee. Mindy stated that she has TSE coordinators calling her that they need people to be trained to work in the school district. Gerry mentioned that we need to train TSE candidates to be both classroom and behind-the-wheel instructors. Alex mentioned that we need a Master of Trainers program similar to what is happening in Oregon. He also mentioned that we need to create a market/interest for having TSE back in the public school programs. Plus, he mentioned that a survey needs to go out to the school districts to see what their needs are for reinstating the TSE program in their school district. Finally, we need to develop a good assessment process to see if we are meeting the proper teaching standards. Stu from Bellingham mentioned that some school districts do NOT know what a quality TSE program is or what are the high expectations for a quality TSE program. Mike Heinlen, Gerry, Stu, Skeet, and Jack stated that they are willing to serve on this committee with Mindy and Manny.

**Public Disclosure Request** –We need to submit a PDR to OSPI for a list of instructors currently teaching public school TSE and to include their school district and contact information.

\*David Slipp will submit this request, send it to Skeet who will identify which ESD they are in and provide that information to the Area Representatives. The area reps will then contact those individuals with a generic letter that will be produced by Alex, encouraging them to join WTSEA and attend our conferences to keep up with their continuing education requirements for TSE. Alex will send out a script to the board members to outline what are the benefits of joining WTSEA. Over 60 % of the TSE instructors in the public schools are NOT members of WTSEA.

**III. ADTSEA**

**Conference in Wichita, Kansas**

**\*We should know by the middle of May whether the ADTSEA conference will be held in the middle of July in Kansas.**

**Hosting Conference in 2022 in Vancouver, WA**

**\*Gerry is developing a host committee to help him with the preparation of the planning of this conference. Mike Shephard will be the co-chairperson of this committee. Jack Coburm, Mike Hahn, Alex, and Sheryl Vanderwalker have expressed a strong interest in being on this committee. Mike Shephard and Gerry will be going down to Vancouver after the pandemic lessens to visit the hotel and talk to Gretchen Gettle with the Vancouver Convention bureau concerning future host activities.**

**Gerry reported on the ADTSEA election results. Joe Barch from Vermont was selected as president-elect; Gary Scott from Kansas was voted in as secretary and Gerry will serve as the newest board member from the Pacific Northwest.**

**Gerry will send the WTSEA board members the host duty activities.**

**IV. 2020 WTSEA Fall Conference in Renton** – Skeet & Gerry

\*Plans are going forward to having the fall TSE conference in Renton on October 9th and 10th.

**Commitments from Exhibitors/Sponsors & Speakers** – Skeet & Gerry

\*Gerry mentioned that he has a commitment from Drug Free World, State Farm Insurance, Geico Insurance and Driver Ed Solutions to be sponsors/exhibitors of our fall TSE conference. Skeet mentioned that he has a commitment from several speakers for the fall TSE commitments such as WSP trooper Darren Wright and Joe West a coroner from Thurston county.

**Conference Agenda** – Skeet & Gerry

The conference agenda has been finalized. But the registration process will NOT open up on our WTSEA website until we have a final commitment from all of the speakers.

**THE FUTURE OF WTSEA?** – Alex

We are planning on having a fall TSE conference in 2020 and 2021 at the Renton Technology Center. The future of WTSEA depends alot on the success of the 2020 fall TSE conference and if we even have a TSE conference. A suggestion was made by Alex that if we desolve WTSEA that the remaining money go toward the ADTSEA conference in 2022. We would pay the registration and hotel expenses for those that serve on the ADTSEA host committee. Plus, we could pay for door prizes and then donate the rest to ADTSEA.

Alex asked each of the WTSEA board members if they would be willing to serve on the WTSEA board for the 2021-2022 school year and most said they would. David Slipp and Mike Heinlen mentioned they would have to think more about making this commitment. Mike Hahn stated we need to recruit more young people for the board at the fall TSE conference. David stated that we might need to recruit someone for the 2021 fall conference to take care of door prizes and clock hours. Mike Hahn and Gerry mentioned that they would volunteer to do this.

**V. Upcoming meetings** – Alex

**PDSA conference- May 8th?**

**\*Conference was cancelled due to COVID-19. Gerry made a motion and Jack seconded it that we approve clock hours for the PDSA conference when it is rescheduled. The motion passed.**

**The meeting with the DOL to work on changing the DOL written and skills test will need to be rescheduled.**

**Good of the Order**

**\*Meeting was adjourned at 1:05 PM by Alex.**

**Next meeting on August 8th**

\*Gerry mentioned that he was willing to host this planning meeting at his home and he would provide a barbecue for the board members. Plus, we could provide a ZOOM meeting for those board members who are NOT able to travel to Olympia.

Minutes respectfully submitted by

Gerald Apple

WTSEA Coordinating Secretary