



Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

January 10, 2012

Meeting Location: Old Spaghetti Factory in Clackamas

President Kim Crabtree called the meeting to order at 11:15 am

Members Present: Teri Brady, PPS; T.J. Crockett, ODE; Kim Crabtree, Sherwood; Jean Frazey, Beaverton; Mary Conger, NCSD; Dawn Parsall, NCSD; Marty Hopper, Estacada SD; Patricia Baker, BSD; Ryan Hahn, Astoria SD; Doug Fedderson, NCSD; Laura Hansen, Portland First Student; Sandy Van Baggen, PPSD Kathy Houck, Reynolds SD; Debbie Lillison, Centennial SD; Kim Hevia, Schetky NW; Andy Leibenguth, PPSD; and Anna Borges, Seaside SD

Minutes of December 2011 meeting reviewed, motion made, seconded, minutes approved.

Financial Report: Dawn Parsell shared

Banking Summary

7/1/2011 through 1/10/2012

Income	\$16,059.87
Expenses	\$11,386.78
Balance	\$ 4,673.09

Balance of \$3,200.00 is outstanding from August Workshop registration. Lynette O'Dell Oregon City SD is working on collections. This a common occurrence, Lynette O'Dell will be sending out notices and normally by the end of January past due funds start being collected.

The motion made, seconded and report approved.

Committee Reports:

Winter Workshop – Jean Frazey shared that the Winter Workshop is scheduled at the Monarch Hotel on March 19th 8:00 am – 1:00 pm. Registration will be \$30 per participant. The theme of the workshop is “Service in Transportation”. The agenda and registration information will be released in late January 2012.

Poster Contest: Mary Conger reported that the Poster Contest theme for 2012 Theme is ‘Stand Back from the Yellow and Black’. There was an information packet available at the meeting. It is also attached to the end of these minutes. Steven Huillet, DOE has sent the information out statewide to Superintendents and Art teachers. A reminder to anyone submitting a poster, the name coupon must be mounted on the back corner of the poster. Directions are in the flyer.

Traditionally, the chapter has given out Federal Saving Bonds as prizes for poster winners. There is a change in the procedure to purchase Saving Bonds. It required that an account be set-up with a social security number on on-line. There was discussion on other options for prizes. Nothing was voted on.

Summer Workshop: Patricia Baker, Shelley Cota, Vernonia and Bill Mattes will co-chair. Ryan Hahn will assist with organizing workshop. Mary Conger has a thumb drive and boxes of materials from last year to help the co-chairs. The Workshop is scheduled for August 7 -10, 2012 at Oregon City High School in Oregon City. Post cards will be sent out to all instructors to keep the dates open for teaching opportunities. The chapter encourages ALL instructors to teach at least one class at the workshop.

Membership: Kathy Houck shared that she is working with the webmaster to post membership on the website so a member can look up when their dues must be paid and to also pay dues on through PayPal. Currently to verify if your dues are paid you can contact Kathy directly at the Reynolds SD. Applications are also attached at the end of the minutes and on the web site. Year is July 1 – June 30th.

ODE Report: T.J. shared DMV has made available on their website a FAQ section on the medical certificate changes. There is also a form “Self-Certification of CMV Driving Type” which is mailed to driver and also available on the DMV website TJ suggests that when the driver fills out this form that they select “Non-exempted interstate” box, this will allow drivers to take trips elsewhere than Oregon. If the driver has a “k” endorsement because of a Medical Waiver or the driver is under 21 years of age should choose “Non-exempted intrastate”. If you have any questions please contact TJ at ODE. A copy of the form is attached at the end of the minutes.

New Cell phone law only no hand held communication is allowed. Not sure regarding use of cell phone or Nextel if communicating with Dispatch. While Bus Drivers should be exempt, it may or may not be applied if there is an accident.

There will be a new ODE Accident Reporting Form in approximately 2 months.

The current version of the OPTM is available on the ODE website. Until rule rewrite is complete this will only be available on-line. There will be a completed manual available July 1, 2012.

TJ reports that the current legislation has nothing on the agenda involving school transportation at this time.

A question was asked about the change to minimum standards on seat belts. TJ shared that the new ruling came into effect on July 1, 2011 that as of October 1, 2011 all buses manufacturer after that date and equipped with seatbelts must be done with a shoulder and lap belt assembly.

Safety Exercise Committee: Teri Brady shared that she is still working on securing a site for the 2012 Safety Exercise. She is looking for a possible church or county campground located in the metro area. The location in Sherwood that was used for the 2011 exercise could be a back-up plan. The property is for sale and may not be available. The date for the exercise is May 5th, 2012 the location will be announced later.

Dates for events are:

May 5th, 2012 – NW Chapter Safety Exercise

May 19th, 2012 – South Willamette Chapter Safety Exercise at Thurston HS in Eugene

Jun 2nd, 2012 – State Safety Exercise at Thurston HS in Eugene

Patricia Baker and Kim Crabtree will work with Teri B. in the organizing of the event.

Sunshine: Dawn Parsell will be sending out cards to Debbie Champion, Retired member and Shelly Cota, Vernonia.

Education: Sandy Van Baggen handed out a complied list and a list will be posted at the end of the minutes. Please contact Sandy by the 1st Friday of the month of any classes being offered at your operation that you can share with others.

State Board: No report

Old Business:

South Willamette's Winter Workshop is scheduled for February 25, 2012 at McNary High School in Salem. Workshop cost is \$25.00 No lunch provided. This year's focus is on Student Management.

State Summer Conference is June 18 – 21, 2012 in Bend Oregon at the River Place. More information will be coming.

Steven Huillet sent out information to transportation operations regarding the new School Transportation Security Training DVD.

New Business:

The National Association for Pupil Transportation (NAPT) is offering free shipping with a \$10 purchase of its 13-month National School Bus Safety Week (NSBSW) wall calendar. The calendar features award-winning student artwork from across the country that was created for NAPT's NSBSW poster contest. The colorful calendar also features state and national conference dates to help pupil transporters keep track of industry events. To order the calendar, visit the association's [website](#) and click on the "Online Store" tab, or e-mail lynn.martin@napt.org.

Roundtable Discussion:

Topic – New Cell Phone Law

Tony Baker from Dufur asked for information on how to enforce the new cell phone law when he only has cell phone contact with his drivers. New Cell phone law only no hand held communication is allowed.

We discussed the new regulations and various approaches to working within this statute. There are a number of operations that are using cell phones or direct connect systems. T.J. Crockett from ODE was in attendance at the meeting. In regards to your question about the hands free devices, using this would meet the requirements of the statute; however ODE is not in favor of any cell phone use while driving. Discussion at the meeting included recommendations to limit communication even on a two way radio to emergency or when the bus is secured. Drivers should communicate with dispatch when stopped on a layover or at the school. If necessary to communicate while en-route, the driver should pull to the side of the road and secure the bus.

Reynolds SD shared that they enforce a policy that the driver only communicates with radio system when stopped or pulled over.

Announcement: Schetky NW is having a workshop on Alternative Fuels, contact Kim Hevia at Schetky NW for more information.

Meeting adjourned at 12:40 pm

Next meeting: February 14, 2012 from 11 am at Rivershore Bar & Grill, 1900 Clackamette Drive, Oregon City Oregon 97045.

Roundtable Discussion Topic will be: Practices, Procedures and Policies on Accidents and Incidents.

OPTA MEMBERSHIP APPLICATION

MEMBERSHIP CATEGORY:

- Active Member
Persons performing administrative, supervisory, driver training, and/or regulatory duties in School bus operations.
- Associate Member
Any person interested in or associated with, any phase of pupil transportation.
- Professional Member
Persons employed as a school bus driver or a mechanic/technician in school bus Operations.
- Honorary Member
Any person, or, institution so named by the State Board of Directors.

CHAPTER MEMBERSHIP:

- State Membership \$15
- Northwest Membership \$10
- South Willamette Membership \$20

Total Paid _____

Make checks payable to: OPTA

REGISTRATION:

Please Type or print

Name: _____

Company/Employer: _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: (____) _____

New Membership _____ Renewal _____

Email address: _____

Specify Year (July 1st - June 30th) Payment Applies: _____ / _____

Send Membership Application and Payment to:

Kathy Houck
1204 NE 201st Av.
Fairview, OR 97024

OPTA NORTHWEST CHAPTER
TRAINING CLASSES
1/10/2012

Beaverton SD: (503) 672-3721 Jean Frazey Jean_Frazey@beaverton.k12.or.us	Core Refresher Class 1/27/12 8 to 12 Defensive Driving and You 1/27/12 8 to 12 CORE 8 hour class 3/09/12 8 to 4:30
David Douglas SD: (503) 256-6500 x5223 Kathy Calkins kathy_calkins@ddouglas.k12.or.us	None to report
Centennial SD: (503) 762-3674 Debbie Lillison Debra_LillisonAcentennial.k12.or.us	None to report
Hillsboro SD: (503) 844-1123 Carol Hatfield hatfielc@hsd.k12.or.us	None to report
North Clackamas SD: (503) 353-6156 Mark Sexton sextonm@nclack.k12.or.us	Q Straint Wheelchair Securement Class Contact Mark for more details
Oregon City SD: (503) 785-8540 Jennie Skellenger Jennie.skellenger@orecity.k12.or.us	None to report
Parkrose SD: (503) 408-2129 Melinda Hammond melinda_hammond@parkrose.k12.or.us	None to report
Portland SD: (503) 916-6901 x77284 Keith Wright Kwright2@pps.k12.or.us	None to report
Reynolds SD: (503) 492-4921 x3311 Janet Trapold Janet_Trapold@reynolds.k12.or.us	First Aid 2/04/12 8:00 to 12:00 \$35.00 Please contact Janet
Sherwood SD (503) 825-5904 Kim Crabtree kcrabtree@sherwood.k12.or.us	First Aid 1/27/12 8:00 to 12:00 \$35.00

Banking Summary

7/1/2011 through 1/10/2012

<u>Category Description</u>	7/1/2011- 1/10/2012
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INCOME

August Workshop Income	162.87
August Workshop Refreshments	222.00
August Workshop Registrations	15,375.00
Membership Dues	300.00
TOTAL INCOME	16,059.87

EXPENSES

August Workshop	
Bank Service Charge	7.00
Custodial	103.11
Refreshments	650.41
Supplies	94.73
TOTAL August Workshop	396.42
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August Workshop(Facility)	3,150.00
August Workshop-First Aid	6,895.00
Postage	15.11
Poster Contest Winner	75.00
TOTAL EXPENSES	11,386.78

OVERALL TOTAL	4,673.09
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Balance Checking	10,492.82
Cash Box	50.00
CD	3,676.02
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	14,218.84

Deposit 1/10/12 of 930.00 for Summer Workshop
Balance from Summer Workshop is apx 3,200.00



DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLE SERVICES
1500 LAUREL AVE. NE. S.W. ALBANY, OREGON 97321

SELF-CERTIFICATION OF CMV DRIVING TYPE

Driving Type (Select only one type from the three below):

- Non-excepted interstate** - Your selection left and signature below certifies you operate or may operate a commercial motor vehicle (CMV) in interstate commerce and are subject to, and meet the qualification requirements of, 49 CFR part 391, shown on the back of this form. Most CMV operation is "non-excepted interstate". If you are qualified to operate a vehicle in non-excepted interstate commerce, DMV recommends you certify this driving type, even if most of the driving you do currently is excepted interstate or non-excepted intrastate. If you qualify and certify non-excepted interstate, you may operate a CMV in excepted interstate and non-excepted intrastate also.
- Excepted interstate** - Your selection left and signature below certifies you operate or expect to operate a CMV in interstate commerce but engage exclusively in transportation that is excepted, under 49 CFR parts 390.3 (f), 391.2, 391.68 or 396.3, from all or parts of the qualification requirements of 49 CFR part 391, shown on the back of this form. Some examples of excepted interstate operation are school bus operations, transport by government entities, some farm operations, and bee transportation. You must still meet medical qualifications for issuance of an Oregon CDL. Your CDL will be restricted to prohibit operation of a CMV in non-excepted interstate commerce but you may operate a CMV in non-excepted intrastate commerce.
- Non-excepted intrastate** - Your selection left and signature below certifies you operate or expect to operate a CMV in intrastate commerce only and are not subject to the qualification requirements of 49 CFR part 391. You are still subject to Oregon state qualification requirements. Your CDL will be restricted to prohibit operation of a CMV in non-excepted interstate commerce but you may operate a CMV in excepted interstate commerce.

Note: Interstate commerce means trade, traffic, or transportation in the U.S.: (1) Between a place in a State and a place outside of such State (including a place outside the U.S.); (2) Between two places in a State through another State or a place outside the U.S.; or (3) Between two places in a State as part of trade, traffic, or transportation originating or terminating outside the State or the U.S. Intrastate commerce means any trade, traffic or transportation in any State which is not described in the term "interstate commerce".

FULL NAME (Please Print):	OREGON LICENSE NUMBER
SIGNATURE X	DATE

357368 (1-11)

STK# 300528

Best Choice for drivers without a K Endorsement, Medical Wavier or under 21 years of age

Best Choice for drivers with a K Endorsement, Medical Wavier or under 21 years of age