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9-29-2020

Program Review: Nebraska Safety Center

Nebraska Safety Center

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NEBRASKA SAFETY CENTER
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UNIVERSITY OF NEBRASKA KEARNEY
NEBRASKA SAFETY CENTER PROGRAM REVIEW

OVERVIEW

Section I of LB 693 (Appendix A), enacted in 1978 by the Nebraska Legislature, states “The Legislature finds and declares that there is a vital need for increased training and research activity in the fields of traffic safety, domestic safety, industrial safety, fire safety, and recreational safety and that this activity can be best achieved by utilizing the facilities of an institution of higher education.”

That same year, the Nebraska Safety Center (NSC) was established as a component of Kearney State College, now the University of Nebraska at Kearney. The NSC advances the University of Nebraska Mission by leading workshops and seminars, designing and conducting research projects, and offering a broad range of safety services. Working in collaboration with several state agencies, the Center responds to Nebraska safety needs by providing educational opportunities for a wide array of clients. Patrons represent every county in Nebraska and services include public speaking, creating and disseminating information, conducting educational programs, and enlightening the general public through well designed public outreach.

By law, the Center furnishes:

1) Instruction: developing educational courses and coordinating activities associated with statewide safety training.

2) Research: imparting expertise in identifying safety examination opportunities.

3) Service: offering customer-focused educational opportunities to interested individuals throughout the state.

4) Leadership: collaborating with expert counterparts on the development of teacher preparation to facilitate statewide safety education programs.

PROGRAMS OFFERED BY THE NEBRASKA SAFETY CENTER

- Safety Training Option Program (STOP Program)

Safety Training Option Program (STOP)/ Driver Perception and Assessment (DPA): Initiated in 1992, the Center originally serviced two Nebraska counties. Today, the center offers STOP...
classes in 19 counties and DPA sessions in two locations. STOP classes are offered to individuals who receive a citation for a minor traffic offense. By successfully completing the four-hour course (and paying the class fee), their court appearance is cancelled and no points are assessed to driving records. The eight-hour DPA class is offered to individuals with revoked licensees. Upon successful completion, a reinstatement waiver is sent to the associated county.

❖ Pupil Transportation Program
In cooperation with the Nebraska Department of Education and statewide public and private schools, the Nebraska Safety Center offers consultation, training and record coordination for pupil transportation operators. Driver education, testing and certification are provided by instructors who are trained and approved by the NSC. The Center is the sole provider of Level One, Level Two, and Activity Van Driver training and certification for all pupil transportation providers in Nebraska.

❖ Traffic Safety Program
The NSC’s Traffic Safety Program is currently encompasses five programs: Driver Education (DE), Driver Reinstatement, Improvement and Vehicle Education (DRIVE), Driver Training and Evaluation Program (DTEP), motorcycle courses and an ATV Rider Safety Class.

Driver Education.
- Beginning Drivers learn to operate a vehicle via three modules of Driver Education. Classes are held throughout the state. In Kearney, all training is conducted at the Nebraska Safety Center Driving Range. The first educational component is classroom training for a total of 20 hours.
- In the second four-hour segment of driver education students practice vehicle operation and specific maneuvers in the controlled environment of the NSC driving range:
  - Hour one: forward and reverse, slow serpentine, right and left turns
  - Hour two: right and left angle parking, figure eight, two point turnaround, T-exercise
  - Hour three: three-point turnaround, left and right perpendicular parking, X-exercise
  - Hour four: interstate entrance and exit, interstate passing and merging, parallel parking, garage exercise
- The final course component is on-street instruction in actual traffic situations. This is offered in Kearney and several locations across the state. The five hours of personalized training includes residential, business, highway and interstate locations.

Driver Reinstatement, Improvement, and Vehicle Education (DRIVE). The DRIVE course covers driver attitude and responsibility. The 8-hour class includes driver perception, judgment
and decision making; these topics are emphasized to assist drivers in recognizing and responding to a variety of driving conditions.

**Driver Training and Evaluation Program (DTEP).** The Nebraska Safety Center provides driving-related evaluations for individuals who have had changes in physical or medical conditions. The evaluation includes determination of safe capability of the individual being tested after they experience accidents, violations and or physical changes which could lead to driving deficiencies. A certified Driver Education instructor provides evaluation of a behind-the-wheel assessment exercise.

**Motorcycle Courses.** The Nebraska Safety Center offers a Basic Rider Course (BRC), a Returning Rider Basic Rider Course (RRBRC), and a Basic Rider Course 2 (BRC2). These courses are certified with the State of Nebraska and the Motorcycle Safety Foundation (MSF). Materials covered include traffic laws, required attire, and everyday driving events. In the BRC and BRC2, students passing the written and driving skills tests receive a waiver that can be used at the Department of Motor Vehicles to get their motorcycle endorsement.

**All-Terrain Vehicle (ATV).** The ATV Rider Safety Class provides a fundamental learning experience for youth under the age of 14. With children accounting for a large portion of four-wheeler accidents every year, it is important that they are taught basic controls, turning and navigating through obstacles and hills. The Nebraska Safety Center is in a partnership with UNL to demonstrate hands-on experience with an ATV simulator.

- **Mining Safety Program**
  **Mine Safety & Health.** The Nebraska Safety Center provides federally mandated mine safety & health training for all miners in the state of Nebraska. This program began in 1987 and is the Federal Grant Recipient appointed by the Governor of Nebraska. Mining in Nebraska includes sand and gravel, limestone for livestock feed supplement, crushed aggregate, brick clay, and uranium. This program is funded in part by the U.S. Department of Labor, Mine Safety and Health Administration (MSHA). It provides safety training, first aid/CPR training, and mine site safety program consultation. This training is mandated by law and is conducted throughout the state.

- **Advance**

Advance is an innovative collaboration between the Nebraska Department of Transportation (NDOT), the Nebraska Safety Center at the University of Nebraska Kearney, College of Business and Technology (UNK) and the Center for Public Affairs Research at the University of Nebraska Omaha, College of Public Affairs and Community Service (UNO). Since its inception in 2013, Advance’s mission is to support, promote and enhance public transportation statewide.
Nebraska Safety Center
Self-Study

GENERAL PROGRAM CHARACTERISTICS

History:
In 1972, a group of leaders from the Kearney community, the State of Nebraska, and Kearney State College (KSC) met to formulate an organization that would reduce the high cost of automobile accidents in Nebraska. Senator Ron Cope, Dr. Brendan McDonald (President of KSC), Dr. Floyd Krubeck (Dean of the School of Business and Technology), and Eugene Buck (Safety Instructor) were instrumental in bringing the group together.

Three years later, the Nebraska Office of Highway Safety funded a grant to do a feasibility study. In 1976, Senator Cope introduced a Legislative Resolution to study how a Nebraska Safety Center could impact the cost of accidents. The following year, Senator Cope introduced legislation to create the Nebraska Safety Center, which passed in 1978.

The 11.05 acre driving range, central to all activities, was completed in 1981. A driving range classroom was added in 1993. The classroom doubled as a simulation room and a location for Advanced Driving Techniques (ADT), Beginning Driver Education, Motorcycle Driver Education, and Mine Safety and Health Administration (MSHA) training classes. The range also hosts the State Snowplow Roadeo, Nebraska Association of Transportation Providers (NATP) ROADEO, State Driver’s Excellence Contest, Ford Skills for Life Event, Advance Bootcamps, and KSC/UNK Bike Bowl race.

In 2013, Nebraska Safety Center entered into the Advance project in collaboration with UNL, UNK, UNO, and NDOT, and in 2015 became the lead agency in collaboration with UNO and NDOT. In light of increased responsibilities and attendance at Center-hosted events, two new training rooms and a shop were added in 2015. The following year, the Advance curb-to-curb training facility was opened.

Since the Center’s inception in 1978, the Nebraska Safety Center has grown from a one-person operation to an organization with a director and eight full-time employees plus 71 part-time employees in 2018. Additionally, some 10,000 Nebraska citizens participate in safety training annually.
The Nebraska Safety Center is administered through the College of Business and Technology at University of Nebraska at Kearney. Activities provided by the Center are generally service-oriented in nature and attract Statewide participation.

Nebraska Safety Center Legislative History:
After the Nebraska Safety Center was established in 1978 by LB693 and the appropriation bill LB693A, several changes were made through legislation (see Appendix E).

- In 1989, LB247 and appropriation bill LB247A included the Nebraska Safety Center when Kearney State College became UNK.
- In 1991, when LB663 and LB663A posted to establish the Post-Secondary Coordination Commission, the Nebraska Safety Center was included.
- In 1994, LB683 brought a change in the appointment of Advisory Committee Members Advisory Committee positions were identified by (LB683) by the legislation.
- The Graduated Licensing Bill LB320 passed in 1999, requires that the Nebraska Safety Center offers a DMV approved driver safety course at least once each year in any county where no approved course is offered.
- In 2009, LB299, a clean-up bill, added a representative to the advisory council from the Nebraska State Fire Marshall’s office.

UNK Mission:
The University of Nebraska at Kearney is a public, residential university committed to be one of the nation’s premier undergraduate institutions with excellent graduate education, scholarship, and public service.

College of Business and Technology Mission:
The College of Business and Technology provides a value to Nebraska by preparing our diverse student body to compete in dynamic professional environments by promoting academic, social, technological and economic development.

Nebraska Safety Center Mission:
NSC exists to conserve human and economic resources through safety education and accident prevention.

Nebraska Safety Center Vision Statement:
The NSC VISION includes recognition as the regional center providing universal safety education which enhances the quality of life for Nebraskans.
Nebraska Safety Center Goals:

Short Term Goals
- Increase opportunities/methods to provide safety education throughout the region.
- Review and upgrade, as needed, our entire NSC program curricula and the delivery of educational material.
- Maintain our overall current operating budget and increase each programs budget throughout the next five years.

Long Term Goals
- Seek new funding and partnership opportunities for the NSC.
- Develop a plan for potential relocation of the NSC.
- Acquire extended contact with NDOT for future ADVANCE activity.
- Develop a five-year strategic operating plan.
- Continue to be the regional leading organization for providing safety education, which enhances the quality of life for all Nebraskans and others throughout the region.

Processes for re-evaluating the mission and goals:
The Nebraska Safety Center Advisory Committee meets at least once annually to review the operation and administration of the center and to make recommendations to the NSC Director for improvements considered to be reasonable or necessary. In addition to the advisory council review, annual program evaluation and an operational and administrative review is conducted at an annual retreat.

The NSC mission and goals are reviewed at the annual Council meeting and a staff retreat to ensure that the mission and goals remain appropriate to the Center and UNK and that the activities and offerings of the NSC remain true to the mission and goals of both NSC and UNK.

Primary Stakeholders:
- University of Nebraska at Kearney (UNK)
- Nebraska Department of Motor Vehicles
- Nebraska Department of Education
- Nebraska Office of Highway Safety
- Nebraska Department of Transportation (NDOT)
- Public and Private High Schools across the State
- Nebraska Public Transit Providers
- Sand and Gravel Operators
- University of Nebraska at Omaha (UNO)
- New West Sports Medicine
Nebraska Safety Center Instructor Requirements:
The Nebraska Safety Center is viewed as a leader in the state in safety education and promotion. Because there are no state continuing education requirements for NSC program instructors, the Center adopted its own instructor currency requirements. These requirements are specific to each line of business.

Traditionally, every class participant evaluates the instructor and class curriculum. Additionally, NSC program managers are evaluated by the Nebraska Safety Center Director annually.

Nebraska Safety Center Marketing & Research:
Marketing
Community outreach and engagement is a large facet of the Safety Center marketing efforts. Public relations efforts are focused on providing educational experiences to help adjust driving behaviors. Examples include the SIDNE vehicle, Distract-A-Match exercise, impaired goggles and a seatbelt persuader. These hands-on training tools offer participants a safe and effective educational environment where they learn their susceptibility to the effects of impairment, distraction and not using restraints.

In 2018, the Center refreshed its logo and celebrated its 40th Anniversary. The celebration included yearlong activities across Nebraska beginning with an Open House at the Center’s Lincoln offices on the Innovation Campus. The afternoon featured hands-on training including the ATV Simulator and the SIDNE impaired and distracted driving car. With Nebraska schools being at the heart of the Center’s training focus, the anniversary celebration continued at the Administrators Days Conference in Kearney offering an opportunity to thank this key constituency for their ongoing support. The anniversary was capped off with an Open House event where it all began in Kearney on the UNK campus.

The Center uses various forms of communication to interface with constituents. Many activities begin with a press release to Nebraska media outlets. Other communications include email blasts, website content, social media, booth space at conferences, billboards, and school and community print advertising. For 40 years the NSC has strived to offer a consistent and professional message to engage our stakeholders and customers.

Research

Traffic
The traffic program continues to collect testing data from each student who participates in the program to review and see trends in testing so updates can be made for future testing or research.
STOP
The STOP program continues to collect testing data from each student who participates in the diversion program on post-tests, SIPDE scores, and scores from a driving risk test. These results are entered into a spreadsheet that can be used for future research.

Mine Safety and Health Administration-
The MSHA program annually reviews the national injury and death numbers and uses that information to develop safety curriculum that will influence fewer injuries and deaths in the mining industry.

Advance
The first partnership of its kind in Nebraska, Advance’s mission is to support, promote and enhance public transportation statewide. Aligning NDOT, UNK and UNO educational resources, Advance combines experts in business, safety, technology, research, and public policy aligned by a key objective to improve public transportation for all Nebraskans.

In particular, Advance focuses on the unique mobility challenges faced by many of the state's rural residents. This initiative includes a diverse portfolio of projects:

- Mobility Management
- Transit Technology for FTA Compliance and Oversight
- Transit System Training
- The Impact of Transportation on Nebraska
- FTA Safety Planning and Oversight
- FTA Civil Rights Compliance and Enhancements
- Public Outreach in Support of Public Transit

The Advance partnership has been extended to 2021. Working together the collaboration is creating a safer, more efficient, more reliable public transportation system for Nebraskans. Learn more about the Advance partnership at [http://nebrakatransit.com](http://nebrakatransit.com).

Nebraska Safety Center Grants, Contracts and Involvements:

Grants
Current
Nebraska Environmental Trust Grant
This grant helped fund the first electric vehicle and home charging pilot for the Nebraska Safety Center at UNK. The Trust fund will defray the cost to purchase a charging station by 50% and
up to 50% of the cost of one municipal fleet electric vehicle. This vehicle will be used as an educational tool for our driver’s education students.

**MSHA Grant**
The Nebraska Safety Center provides federally mandated mine safety and health training for all miners in the state of Nebraska. This program was started in 1987 and is the Federal Grant Recipient appointed by the Governor of Nebraska. It provides safety training, first aid/CPR training, and mine site safety program consultation. The Nebraska Safety Center is designated as the sole recipient for the State of Nebraska.

**SIDNE/Simulator Grant/Distracted Driving**
The Nebraska Safety Center obtained a driving simulator in 2012. The Mobile Simulator Outreach Program is use in practical, hands-on demonstrations that educates drivers, passengers, and pedestrians about the dangers involved in distracted and impaired driving. The Nebraska Safety Center obtained the SIDNE vehicle and a Distract-A-Match Exercise in April 2016. In 2017 a hands-on exercise was added to our Driver Safety Program. This activity has the participant wear drunk goggles while trying to play a corn hole game. These activities show the many dangers of distracted/impaired driving. Safety fairs, community fairs, and schools have requested the Driver Safety Program. The Nebraska Safety Center will continue to take our Driver Safety Program to such events, as requested, to demonstrate the dangers of distracted driving and impaired driving. The Nebraska Safety Center will strive to convince participants that no one is able to drive safely while distracted and/or impaired.

**Periodic Lifesavers**
This grant funded by the Nebraska Office of Highway Safety pays for two employees of the Nebraska Safety Center to attend the Lifesavers Conference. Lifesavers is the premier national highway safety meeting in the United States dedicated to reducing the tragic toll of deaths and injuries on our nation’s roadways. Lifesavers continues to be the essential conference since its start in the early 1980s. Each year, the Lifesavers Conference provides a forum that delivers relevant and timely common-sense solutions to today’s critical highway safety problems. As example, 2019 conference topics included: adult occupant protection/vehicle technology, aging drivers, criminal justice/law enforcement, distracted driving, evolving safety priorities and solutions, impaired driving, occupants protection for children, pedestrian/bicyclist safety, and teen traffic safety.

**Previous Consumer Product Safety Commission ATV Grant**
The Nebraska Safety Center (Contractor) held training sessions as proscribed in the contract between the Consumer Product Safety Commission and the University of Nebraska. The focus
was to allow kids the opportunity sit on an ATV and speak to them about ATV safety. Kids and parents are given safety materials from Consumer Product Safety Commission and shown the importance of ATV safety training. (multi-media DVD information, fact sheets, ATV statistics, along with all the posters, and materials from CPSC will be presented.)

**CHS ATV Grant**
The purpose of this grant is to provide funding to train youth associated with rural and agriculture on ATV operator safety training. This training is a vital need for these youth to help insure their safety when operating these types of vehicles. Developing good safety habits when using an ATV will carry over to other farm equipment. While the focus of this training is on the use of ATV’s we also promote good safe practices for all farm equipment.

**ATV Central States Center for Agricultural Safety and Health**
The purpose of this grant is to provide ATV and UTV training to youth and young workers either directly involved in production agriculture or indirectly involved as temporary workers providing a service to production agriculture. The Nebraska Safety Center has been successful in conducting ATV training of rural youth ages 6-14 and on a limited bases for employees of private companies. However, there is a great need for training of older high school age youth. This is a new area that we would like to pilot training primarily through high schools that have active Future Farmers of America (FFA) Chapters or are engaged in agricultural education. By working with FFA Chapters and schools that teach classes on agricultural education, we can fill a void in ATV and UTV training and align directly with Strategic Goal 4.

**4-H ATV Rider Safety Training Farm Credit Services of America**
Provide All Terrain Vehicle (ATV) Safety Training to 4-H Clubs in Buffalo County NE. 4-H members above the age of 6 would be allowed to attend these classes. ATV’s of appropriate size for young riders along with helmets and safety googles will be provided as part of the hands-on training experience.

**Contract**
Advance
Advance is an innovative partnership (contract) between the Nebraska Department of Transportation, the Nebraska Safety Center at the University of Nebraska at Kearney, College of Business and Technology, and the Center for Public Affairs Research at the University of Nebraska Omaha, College of Public Affairs and Community Service. Advance focuses on the unique mobility challenges faced by many of the state’s rural residents. This contact has been extended to 2021,
Involvement
NSC’s involvement activities support public recognition of the Center, a variety of its programs and furtherance of collaborative stakeholder relationships.

Erin Howard is a member of the 2019 Leadership Kearney Class #29. Leadership Kearney Adult Chair for class #30. Kearney Public Schools Foundation board member. Kearney Public Schools Class Act board member.

Darla Morris, Business Manager, sits on the Chancellor Ambassador Selection Board.

The Nebraska Safety Center are members of the Lincoln and Kearney Chamber of Commerce.

The Nebraska Safety Center is a partner at the Nebraska Community Energy Alliance.

The Nebraska Safety Center houses the Executive Director of NDSEA – Nebraska Driver and Traffic Safety Education Association. NSC is also members of the Driving School Association of the Americans and the American Driver and Traffic Safety Education Association.

The Nebraska Safety Center is a member of the Nebraska Council of School Administrators.

For many years the Nebraska Safety Center has assisted with the coordination and delivery of workshops for the Nebraska Association of Transportation Providers (NATP). The NSC driving range is also the host site for their NATP roadeo competition, Transit Boot camps, Ford Driving Skills for Life with the Office of Highway Safety.

Nebraska Safety Center participates with Operation Lifesaver and the Drive Smart Coalition. NSC is a member of the Community Transportation Association of America (CTAA). It participates in their training and attends their conference. Three employees of NSC are CTAA Certified PASS trainers, which is the industry standard credential for training transit drivers.

NSC works with the National Rural Transit Assistance Program (RTAP). It collaborates with them on rural transit driver training programs. In 2017, NSC worked with National RTAP to bring its biennial conference to Nebraska in October of 2017.

NSC works with the Nebraska Department of Transportation extensively with regard to rural transit and transportation issues.

NSC partners with the Center for Public Affairs Research at the University of Nebraska Omaha on the Advance project/grant.
NSC partners with BraunAbility on wheelchair lift training.

NSC partners with the American Heart Association to provide first aid and CPR training.

NSC works with the National Transportation Institute and attends its training.

NSC partners with Safe Kids Nebraska for training.

NSC partners with the Small Urban and Rural Transit Center in Fargo North Dakota for training.

NSC partners with the Alabama DOT, Auburn University, and the University of Alabama at Huntsville, on a rural transit technology project.

**Nebraska Safety Center Job Summaries:**

**Director of the Nebraska Safety Center**- Oversee all business aspects of the Nebraska Safety Center. Oversee and approve budgets for all Nebraska Safety Center cost centers (Accounts), grants, and other funding sources. Develop new business and funding opportunities and determine cost effectiveness and sustainability. Oversee and develop NSC staff. Provide expertise in safety in conjunction with the Mission of the NSC. Identify and seek new growth opportunities for the NSC.

**Business Manager**- Oversees the financial operations/business plan of the Nebraska Safety Center. Oversees/coordinates budgets for all safety center accounts, state, revolving, and foundation; and provide operational analysis for program managers and their specific programs. Manages day-to-day activities of the Nebraska Safety Center including, but not limited to: budgeting, purchasing, scheduling, and executing of marketing strategy. Oversees all support staff and work assignments and direct management of two employees. Develops new business and funding opportunities and determines cost effectiveness of existing and prospective services.

**Accounts/Payable and Facilities Manager**- Ensures timely payments of vendor invoices and maintains accurate records and control reports. Manages collection activities such as sending follow-up inquiries, negotiating with past due accounts and referring accounts to collection agencies. The Facilities Manager is responsible for the security, maintenance and program coordination to ensure the NSC facilities meet the needs of the organization and its clientele. These responsibilities are carried out in accordance with the Nebraska Department of Motor Vehicles rules and regulations, State of Nebraska and Federal laws and in concert with policies and guidelines of the University of Nebraska at Kearney.
Advance Manager - The Advance Manager is responsible for facilitating all training throughout the State of Nebraska for Rural Transit and serves as the Principal Investigator (PI)/Coordinator/Trainer for the project at the Nebraska Safety Center. The Advance Manager is responsible for oversight of all tasks on the project as well as overseeing all deliverables. Additionally, the Manager is involved in quality control of the project's subcontractors, shadowing Nebraska Department of Transportations' (NDOT) mobility management contractor, advertising, community outreach and coordination and facilitation of training classes. The PI oversees training development and compliance with NDOT and Federal Transit Administration.

Customer Service Specialist - Interacts with current and potential customers and resolves any emerging issues with accuracy and efficiency. Provides service, solutions, and relevant details to customers. Develops and administers instructor and new employee onboarding and orientation. Contributes to event outreach and marketing assistant of the Safety Center. Provides excellent customer service utilizing knowledge of the Nebraska Safety Center and UNK procedures for accurate dissemination of information using independent judgment, tact, and problem resolution skills. Maintains customer accounts and updates information as needed. Replies to inquires via telephone or email in a timely manner. Assists with programs ranging from Driver Education, DRIVE, STOP, Motorcycle, and Pupil Transportation.

Traffic Specialist - Oversees three Center Programs – DRIVE, Driver’s Education and STOP. Manages instructor resources, curriculum development, online testing, distance learning classes. The Traffic Specialist schedules classes, processes registrations, creates rosters and transfers class results and payments to county agencies. Coordinates curriculum and schedule changes with instructors. Manages the Nebraska Safety Center Range calendar. Performs daily responsibilities concerning information dissemination, registrations and rosters; answering and directing telephone calls; assisting the Director as needed; and assisting the Nebraska Safety Center management team in other areas as needed.

Transportation Safety & Marketing Manager -- Responsible for oversite of all Traffic programs and management of employees under traffic programs to include: Pupil Transportation, Motorcycle, DTEP, DRIVE, STOP, and ATV. Responsible for facilitating, organizing and planning of all training of Pupil Transportation, Motorcycle, DTEP, and ATV programs. Also responsible for training development, management and compliance with standards of the NSC programs. Facilitate grant writing and marketing for Safety Center as a whole and partner with outside sources for additional opportunities. Assist and provide input on strategic planning for the Safety Center. Develop, plan and maintain marketing initiatives and vision for the Safety Center. Coordinate, process and oversee all Safety Center travel including both full time employees and instructors. Oversee instructor evaluation process.
Advance Lead Trainer - The Lead Trainer facilitates training throughout the State of Nebraska for federally funded public transit systems. This individual manages, designs, develops, coordinates and conducts large-scale and small-scale training programs. The Lead Trainer uses acceptable adult education principles, tracks new training methods and techniques, and designs and prepares educational aids and materials. The Lead Trainer is involved with quality control and community outreach and is responsible for compliance with Nebraska Department of Transportation and Federal Transit Administration rules and regulations.

Program Assistant/Event & Outreach Planner - Assists Advance program manager with all aspects of a statewide public transit initiative that includes the following tasks: Mobility Management, Transit Technology for FTA Compliance and Oversight, Transit System Training, the Impact of Transportation on Nebraska, FTA Safety Planning and Oversight, FTA Civil Rights Compliance and Enhancements, and Public Outreach in Support of Public Transit. Coordinates for planning and organizing all Rural Transit Events/Conferences national and statewide.

Financial Resources:
The Nebraska Safety Center’s main source of funding is from cash funds generated by NSC programs. The Center also receives general funds or state tax dollars provided by the University of Nebraska at Kearney. The Nebraska Safety Center makes deposits towards a cash fund of approximately 30% as partial support of the total expenditure budget. NSC generates these funds through fee payment from program participants.

**NEBRASKA SAFETY CENTER BUDGET**

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<td>General Fund (Tax $'s)</td>
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<td><strong>TOTAL</strong></td>
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**NEBRASKA SAFETY CENTER FEES**

As of January 1, 2019

**Following is a current list of the services offered by the Nebraska Safety Center**

Unless noted otherwise, cost is per person.

**TRANSPORTATION SAFETY**

**Driver Education**

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<th>Fee</th>
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<td>Driver Education Program</td>
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<tr>
<td>Driver Education Program, with NSC Transport</td>
<td>$330</td>
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<tr>
<td>Individual Driving Lessons</td>
<td>$50/hour</td>
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</tbody>
</table>
Individual Classroom Time $25/hour
Copies of Waiver Forms $5/copy
For partial program Call for Details
Use of Driving Range Call for Details

**Motorcycle Safety Courses**
- Basic Rider Course $235
- Basic Rider Course II $125
- Advanced Rider Course $125
- Returning Rider Basic Rider Course $125

**D.R.I.V.E.**
- Course Fee $125
- No-Show Fee $50

**Driver Training and Evaluation Program**
- Driver Training (6 Hour and 6 Hour course) $600
- Driving Evaluation (Res, Bus, and FDT) $150
- Range Evaluation $50 an hour

**Fleet Safety**
- Course Fee Call for Details

**STOP**
- $75, plus court costs & county administration fee
- On-Line STOP $75, and associated fees

**Driver Perception and Assessment** $125

**Pupil Transportation**
- Level I Certification $200
- Level I Certification (distance learning) $225
- Level II Certification $100
- Level II Certification (distance learning) $125
- No-Show Fee $50
- Level I waiver test $75
- Level II waiver test $75
- Level I Distance Learning $225
Level II Distance Learning $125
Level I Partner Billing $65
Level I Partner Credit for outside agency students $60
Level II Partner Billing $40
Level II Partner Credit for outside agency students $35
Small Vehicle (first 3 hours of level 1) $100
Pupil Transportation Guides Free via download on the website
Two Hour in-service $250 per school

On-Demand Courses
Course Fee Contracting schools pay all instructor expenses (mileage, lodging, and meals) in addition to per Student fees.

ATV Safety
Course Fee $50

OCCUPATIONAL SAFETY
Mine Safety & Health Administration Training
New Miner Training $200 (2 days)
Annual Refresher Training $50

Another portion of NSC funds comes from grants, contracts, and reimbursements. NSC is the Federal Grant Recipient appointed by the Governor of Nebraska to provide training to improve the safety of Nebraska mining sites. The Nebraska Safety Center offers services for New Miner Training and Annual Refresher Training under the direction of the State Grants Program of the Federal Department of Labor. Currently, that budget is approximately $91,000 a year. NSC has been the recipient of this grant since 1987.

ADVANCE PROGRAM

Course Development $60 an hour
Consulting $60 an hour
Training $60 an hour
On-line Course Development $60 an hour
Custom Programming $60 an hour
Survey instruments (creation and analysis) $60 an hour

The Nebraska Safety Center is also the recipient of a grant from the Nebraska Department of Transportation following a three-year collaboration between the Nebraska Safety Center at the College of Business and Technology at the University of Nebraska at Kearney and the College of
Public Affairs and Research at the University of Nebraska at Omaha. The Advance partnership originated with a $639,329 grant in 2013. The partnership has been extended to 2021 and totals $5.8 million with UNK receiving $3.4 million. As noted earlier, Advance initiatives improve and increase transportation options across the state, especially in rural areas that lack convenient, efficient, and affordable access to public transportation.

Additional grants that the Nebraska Safety Center has been a recipient of includes:

- Lifesavers Grants (Office of Highway Safety)
- ATV Grants
  - U.S. Consumer Product Commission
  - 4H
  - CHS Rural Youth ATV Training
  - UNL, UNK, and CHI Good Samaritan Partnership
- Simulator/SIDNE/Distracted Driving (Office of Highway Safety)
- PSA (Office of Highway Safety)
- Nebraska Environmental Trust Grant (Electric car)

The Nebraska Safety Center collects financial transactions for all its programs. For the protection of the personnel and the viability of programming, UNK has implemented an auditing plan for each program.

**Facilities, Technology, and Equipment:**

**Facilities**

As the Nebraska Safety Center expands its program portfolio, the range facility is renovated and improved. As noted in the “history” section, additional classrooms and a shop area was added over the past two decades. However, additional enhancements are needed. For instance, the Center continues to seek funds to renovate the restroom facilities. Currently, there are only two single person restrooms to accommodate classes of 20+ students as well as special events.

**Driving Range**

Driver Education classes take advantage of the range for a variety of controlled environment driving exercises. As an example, maneuvers include left and right turns, slow serpentine, various parking angles and interstate-like experiences such as expressway entering and exiting, lane changes, merging and passing.

*Preparing for the future.* Through funds provided by Nebraska Environmental Trust the Nebraska Safety Center added a 2019 electric Ford Fusion to its Driver Education fleet. The vehicle is gas and electric and receives between 70 to 100 miles per gallon. Given electric automobiles are becoming more attractive to consumers, the NSC wants students...
to have experience with this driving technology and the benefits it has on the reduction of air pollutants in the environment.

The range facilities enable the Motorcycle program to practice several driving and safety techniques. Classes include starting and stopping, shifting and stopping, adjusting speed and turning, cornering, matching gears to speed, limited space maneuvers, pressing to initiate lean, negotiating curves, obstacles and lane changes and avoiding hazards.

Advance Bootcamps utilize the facility’s training rooms as well as range for a variety of transit driver exercises. The curb-to-curb area allows students to simulate pick-ups and drop-offs including those for physically challenged passengers.

Open areas on the range are used for demonstrations of SINDE, the ATV rollover simulator and the seatbelt persuader demonstrating the importance of wearing a seatbelt.
The Nebraska Safety Center Driving Range
Technology

The College of Business and Technology, along with the University of Nebraska at Kearney, assists with updating and upgrading NSC computers. Presently the Center and range facility house the following technology:

<table>
<thead>
<tr>
<th>Lincoln Office</th>
<th>Kearney Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dell Laptops</td>
<td>Dell Laptops</td>
</tr>
<tr>
<td>Dell Monitors</td>
<td>Microsoft Surface</td>
</tr>
<tr>
<td>HP Color LaserJet Pro MFP Printer</td>
<td>Dell Monitors</td>
</tr>
<tr>
<td>Dell Docking Stations</td>
<td>Televisions</td>
</tr>
<tr>
<td>LG Televisions</td>
<td>Projectors</td>
</tr>
<tr>
<td></td>
<td>Docking Stations</td>
</tr>
<tr>
<td></td>
<td>HP LaserJet 600</td>
</tr>
<tr>
<td></td>
<td>Cannon Photocopiers</td>
</tr>
</tbody>
</table>

Equipment

The Nebraska Safety Center continues to partner with NDOT and the University of Nebraska at Lincoln to annually replace drivers education cars based on a buy/sell agreement. In the last few years, the Center purchased a SIDNE vehicle, an impaired driving simulator, as well as a seatbelt persuader.
NSC PROGRAMS AND CURRICULA

The Nebraska Safety Center is not a credit producing entity in and of itself, like other academic departments. As noted on page 17, the NSC’s main source of funding is from cash funds generated from its programs.

The Nebraska Safety Center organizational structure is as follows.

The Center staff annually meets with the Legislative/Regent appointed Advisory Council.

The Nebraska Safety Center’s future growth plan is based on the department and specific program goals. These goals are revised annually and monitored on a quarterly basis. They
complement the College of Business and Technology strategic plan, which is in turn, interrelated to the University strategic plan.

**Stakeholders:**
University of Nebraska at Kearney  
Nebraska Department of Motor Vehicles  
Nebraska Department of Education  
Nebraska Office of Highway Safety  
Nebraska Department of Transportation  
Public and Private High Schools across the State  
Nebraska Public Transit Providers  
Great Plains Safety and Health Organization

**STUDENT PERFORMANCE MEASURES**

Each Nebraska Safety Center program tracks participant achievements through an evaluation process. These evaluations are part of making future curriculum changes.

**INSTITUTIONAL CONTRIBUTIONS**

NSC contributes to UNK and the College of Business and Technology through public outreach and through contribution of indirect funds to the College of Business and Technology, the Office of Sponsored Programs, and the state budget. Contributed funds represent a 60/40 split between the Center and the three entities noted.

**STUDENT PROFILE AND SUPPORT DATA**

Student profile data is collected on each NSC program. The data is analyzed to determine if improvements or updates are needed.

The Center actively recruits instructors for all programs on an ongoing basis. However, as is the case in many states, driver education instructors remain in high demand. Recruitment steps taken, include Career Fairs (targeted at educators), conference for school administrators and calling campaigns to Nebraska high schools. Tuition reimbursement is available for Driver Education instructors who contract with the Center.

The CHI Good Samaritan Foundation provides needs-based driver education scholarships to high school students in Buffalo County. Each year, the Foundation gives 10 to 15 scholarships.

Other program input and stakeholder outreach is facilitated through staff member visits to High Schools, STOP counties and transit providers in Nebraska.
Further student profile data will be addressed in each program self-study.

RESOURCES BASES

Support Staff
Through grants, contracts, and program fees, the NSC has not only survived, but it is thriving with expanded programs and the addition of new programs. In the last several years, a new contract with NDOT has allowed the NSC to add three full-time positions to work on the Advance program.

Program Facilities
Program facility support is the area in which NSC has the greatest need. NSC’s ability to expand programs and develop new initiatives is dependent on the Driving Range facility maintenance and expansion.

By using program dollars for facility maintenance, new offerings are limited. UNK provides custodial support and grounds upkeep and some building maintenance. As stated in the history section, the building was erected in 1981 and the simulator (east) wing was added in 1993, and in 2015 we added the shop and two additional training rooms. One area of concern is the range concrete, which has had no maintenance since its installation in 1981.

Sources of Revenue
The existence of the Nebraska Safety Center is based on program fee generation and grants/contracts. NSC currently has over a $1 Million annual budget; approximately $148,951.00 of that comes from state support.

Any state budget decreases would be absorbed through other revolving program budgets. This would mean limited future growth and development. NSC program growth and development is facility and personnel centered. The Nebraska Safety Center staff is responsible for the external support (fund raising, grants, and contracts).

PROGRAM COMPARISONS

The NSC is the only state-sponsored safety center in Nebraska. Safety organizations are developed to be unique to the needs of their regions and state. Therefore, comparisons with other state safety centers would not reflect the true needs of the state of Nebraska and how those needs are being met by the Center.

The Center fulfills its charge from the Legislature. Section I of LB 693 (Appendix A) approved by the 1978 Nebraska Legislature stating “The Legislature finds and declares that there is a vital
need for increased training and research activity in the fields of traffic safety, domestic safety, industrial safety, fire safety, and recreational safety and that this activity can be best achieved by utilizing the facilities of an institution of higher education.”

In 1978, the Nebraska Safety Center (NSC) was established as a component of the University of Nebraska at Kearney (former Kearney State College). The Nebraska Safety Center advances the University of Nebraska Mission by conducting workshops and seminars facilitated by qualified personnel, designing and conducting research projects, and offering a wide range of safety services as requested and/or needed. The Center energetically responds to State demands and accepts the obligation of enhancing the quality of safety education in Nebraska.

FUTURE DIRECTION

Long Term Goals

• Seek new funding and partnership opportunities for the NSC.
• Develop a plan for potential relocation of the NSC.
• Acquire extended contact with NDOT for future ADVANCE activity.
• Develop a five-year strategic operating plan.
• Continue to be the regional leading organization for providing safety education, which enhances the quality of life for all Nebraskans and others throughout the region.
Safety Training Option Program (STOP)
Self Study

GENERAL PROGRAM CHARACTERISTICS

History:
The development of the Safety Training Option program by the Nebraska Safety Center began in 1988, it was implemented in Buffalo County in 1992. Within the following year, Phelps, Dawson, Custer, Hall and Adams counties were added along with the City of Grand Island and the City of Hastings. To date, the Center has contracted STOP programs in 19 jurisdictions. In all counties/cities where the program exists, NSC STOP staff work with the county and/or city attorneys, police departments, county sheriffs, and the Nebraska State Patrol. Class locations and arrangements are coordinated in each location. Instructors are hired to teach STOP in class locals. Curriculum development and enhancements have always been an integral part of the program.

Mission:
Provide traffic safety education training to minor traffic violators in contracted counties in the state of Nebraska.

Vision:
Change negative driving behaviors and make Nebraska a safer place to drive.

Goals:
The STOP program goals are to
- Actively market the STOP program across the state
- Develop and enhance the STOP curriculum (ongoing)
- Build/improve working relationship with county jurisdictions
- Conduct annual Instructor training workshops
- Visit all contracted jurisdictions and training sites
- Promote Nebraska Safety Center STOP Program with potential educators and law enforcement to increase the instructor pool

Stakeholders:
County Attorneys of contracted Jurisdictions
Law Enforcement agencies across the State
Nebraska Department of Motor Vehicles
STOP PROGRAM AND CURRICULUM

For STOP Curriculum see Appendix B.

STUDENT PERFORMANCE MEASURES

The objectives from the curricula mentioned below state what the student should know and be able to do upon completion of the program. The student’s achievements are tracked. The test instrument used will be the Driver Performance Test by ADSI. The student must not receive a zero on more than eight questions (80%) and must score at least 103 point to pass the test. A student has to get 32 out of 40 correct. If a student gets a zero, the question is counted wrong. The same test is given as the pretest and posttest; so by comparing the scores the instructor is able to see if the student has improved his knowledge of the curricula from the pre- to the posttest. Another measurement that is analyzed is “Search, Identify, Predict, Decide, Execute”. To determine the driving skills of the student the total the number of points the student earned for each of the S-I-P-D-E categories is compared to the assessment chart below:

<table>
<thead>
<tr>
<th>Category</th>
<th>Excellent</th>
<th>Acceptable</th>
<th>Unsatisfactory</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEARCH</td>
<td>40-45</td>
<td>30-30</td>
<td>0-20</td>
</tr>
<tr>
<td>IDENTIFY</td>
<td>25-30</td>
<td>18-24</td>
<td>0-17</td>
</tr>
<tr>
<td>PREDICT</td>
<td>35-40</td>
<td>25-34</td>
<td>0-24</td>
</tr>
<tr>
<td>DECIDE</td>
<td>40-45</td>
<td>30-39</td>
<td>0-29</td>
</tr>
<tr>
<td>EXECUTE</td>
<td>35-40</td>
<td>38-34</td>
<td>0-27</td>
</tr>
</tbody>
</table>

INSTITUTIONAL CONTRIBUTIONS

The STOP Curriculum, also known as Driver Perception and Assessment, is a Defensive Driving course approved by the Nebraska Department of Motor Vehicles.

STUDENT PROFILE AND SUPPORT DATA

The Center developed a STOP program marketing plan for recruitment purposes. The plan is deployed in the following ways:

1) STOP brochures are placed in contracted jurisdictions,
2) STOP is exhibited at all conferences,
3) STOP advertises in local newspapers,
4) STOP is promoted via annual visits to contracted jurisdictions,
5) STOP is featured on UNK web page – unk.edu/stop.
Participation eligibility is noted below and are, in part, determined by the admission criteria of the DMV Rules & Regulations. The criteria was implemented in 2003 to govern the program statewide.

Drivers with Minor Traffic Violations are eligible for a STOP class based on infractions provided in Neb.Rev Stat 60-682. Infractions not included:

* speeding twenty (20) or more miles per hour over the speed limit
* leaving the scene of an accident
* driving under the influence of alcoholic liquor or drugs
* reckless driving or willful reckless driving
* participating in a speed competition
* operating a motor vehicle to avoid arrest
* refusing a breath or blood test
* driving on a suspended or revoked operator’s license
* operating a motor vehicle without insurance or other financial responsibility in violation of the Motor Vehicle Safety Responsibility Act
* any injury accident or
* any violation which is classified as a misdemeanor or a felony

Individuals with a Commercial Driver’s License are not eligible for a STOP class, even if they were ticketed in their personal vehicle. Additionally, a minor traffic citation diversion course can only be taken every three years.

The charts below show participants’ ages and the breakdown of male and female students. The STOP program serves a wide range of drivers. In the three-year period addressed in this study, the youngest STOP participant was 14 years old and the oldest was 90 years old.

<table>
<thead>
<tr>
<th>Year</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 &amp; under</td>
<td>350</td>
<td>367</td>
<td>317</td>
<td>273</td>
</tr>
<tr>
<td>20-30</td>
<td>351</td>
<td>441</td>
<td>330</td>
<td>312</td>
</tr>
<tr>
<td>31-40</td>
<td>186</td>
<td>189</td>
<td>162</td>
<td>141</td>
</tr>
<tr>
<td>41-50</td>
<td>158</td>
<td>163</td>
<td>142</td>
<td>81</td>
</tr>
<tr>
<td>51-60</td>
<td>139</td>
<td>152</td>
<td>83</td>
<td>80</td>
</tr>
<tr>
<td>61-70</td>
<td>69</td>
<td>67</td>
<td>62</td>
<td>55</td>
</tr>
<tr>
<td>71-80</td>
<td>14</td>
<td>24</td>
<td>17</td>
<td>22</td>
</tr>
<tr>
<td>Over 80</td>
<td>1</td>
<td>7</td>
<td>5</td>
<td>4</td>
</tr>
</tbody>
</table>
The STOP Program has one full-time manager. Support also comes from work study students who are currently enrolled at the University of Nebraska at Kearney.

**RESOURCE BASES**

The financial resource base for the Nebraska Safety Center STOP Program is self-generated. The class fee $75.00 per student. Income is used for instructor salaries, class supplies, rental of some program sites and travel expenses.

**PROGRAM COMPARISONS**

In regard to the Nebraska Safety Center STOP Program, peer comparisons are unavailable, therefore, this section will focus on the distinctive contribution of the program and its value. As stated earlier, the mission of the STOP program is to provide traffic safety education training as a diversion for minor traffic violators in the contracted counties across Nebraska. Changing negative driving behavior, and making Nebraska a safe place to drive is our vision. Another aspect that can be examined is the impact that traffic violators have on the State of Nebraska. In 2017, 147,915 members of the driving public demonstrated negative driving behavior in the State of Nebraska. It costs Nebraska taxpayers when an individual is cited for a traffic violation. Offering pre-trial diversion will save taxpayers by deterring future violations and keeping the processing costs of the violation to a minimum.

**FUTURE DIRECTION**

**Primary strengths of the STOP Program:**
One of the primary strengths of the STOP Program is its ability to serve the drivers of Nebraska. By taking the class, individuals can keep the violation off of their record; this helps with their insurance rates, and also educates them to be better drivers.

NSC curriculum is approved by the State of Nebraska and is taught by state-approved instructors.
The four-hour class components consist of nine modules:

1. Introduction: participant recognizes the major topics of the class.
2. Rules of the Road/Other Roadway Users.
3. Driver Perception Course: observing; communicating; adjusting speed; vehicle position; time and space management, and; hazard perception.
4. Alcohol.
5. Handling Emergencies.
6. Driving Risk Control: improving traffic recognition and controlling skills.
7. Restraints.
9. Final Evaluation (posttest)

Additional Opportunities:
At Nebraska Universities and Colleges, there is a need to train employees to be safe drivers. The STOP curriculum could be taught to employees at each University or College in the State before the employee is allowed to drive a state vehicle. With the number of accidents that occur while people are driving for work, a fleet option is viable. A spin off of this class could be a one-hour refresher course that all University and College employees must take every three years in order to stay current. This program could be expanded by offering it to all state employees who drive state vehicles.

With the amount of data that is collected regarding the testing of the STOP Program there is great opportunity for Program Research. These initiatives involve the continuation of collecting data from each student who participates in our diversion program on pre- and posttests, SIPDE scores, and scores from a driving risk test.

The opportunity to write grants to the Office of Highway Safety to purchase training tools to use in STOP curricula, and to pay for travel expenses for the STOP Program Manager to attend a Professional Development Seminars (Lifesavers Conference) are options that should be addressed.
Traffic Safety Programs
Self Study

The Traffic Safety Division includes the following Programs:

- Driver Education
- DRIVE | Driver Reinstatement, Improvement and Vehicle Education
- DTEP | Driver Training and Evaluation Program
- Motorcycle Safety Training

Driver Education Program

History of the Driver Education Program:
The Driver Education program initially began in 1980. It served various area high schools around the state. The following year, the driving range opened and provided enhanced Driver Education training for Nebraska residents.

Subsequently, the driving range became the epicenter of safety activities for the Nebraska Safety Center. The facility houses Driver Education, DTEP, Motorcycle, Transit, and the Mine Safety and Health programs.

Mission of the Driver Education Program:
Deliver quality Driver Education to beginning drivers at an affordable cost.

Goals of the Driver Education Program:
1. Continue to build a population foundation that will justify and support the feasibility of the program while holding the cost of the program at a reasonable and affordable cost to students in the State of Nebraska.
2. Improve use of the marketing plan to expand the program’s population base.
3. Continue to adapt and improve the curriculum to attack attitudes and decisions, and to eliminate negative driving behaviors.
4. Continue to expand the instructor pool.

Stakeholders:
Nebraska School districts
Nebraska enforcement agencies
Nebraska Department of Roads
American Automobile Association (AAA)
Nebraska Department of Motor Vehicles
The charts below show locations of classes, and number of students for the past four years that were taught by the Nebraska Safety Center

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kearney</td>
<td>174</td>
<td>241</td>
<td>249</td>
<td>308</td>
</tr>
<tr>
<td>Nebraska Christian (Central City)</td>
<td>11</td>
<td>11</td>
<td>11</td>
<td>14</td>
</tr>
<tr>
<td>GI Central Catholic</td>
<td>48</td>
<td>57</td>
<td>20</td>
<td>24</td>
</tr>
<tr>
<td>GI Senior High</td>
<td>48</td>
<td>59</td>
<td>45</td>
<td>48</td>
</tr>
<tr>
<td>GI Northwest</td>
<td>0</td>
<td>0</td>
<td>78</td>
<td>75</td>
</tr>
<tr>
<td>Centura</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>12</td>
</tr>
<tr>
<td>Chambers</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Sandy Creek</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>22</td>
</tr>
<tr>
<td>Kenesaw</td>
<td>10</td>
<td>7</td>
<td>9</td>
<td>14</td>
</tr>
<tr>
<td>Adams Central-Hastings</td>
<td>41</td>
<td>35</td>
<td>39</td>
<td>32</td>
</tr>
<tr>
<td>Hastings</td>
<td>20</td>
<td>24</td>
<td>45</td>
<td>37</td>
</tr>
<tr>
<td>Lexington</td>
<td>30</td>
<td>9</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td>Callaway</td>
<td>11</td>
<td>0</td>
<td>8</td>
<td>13</td>
</tr>
<tr>
<td>Broken Bow</td>
<td>0</td>
<td>15</td>
<td>15</td>
<td>9</td>
</tr>
<tr>
<td>Holdrege</td>
<td>29</td>
<td>31</td>
<td>9</td>
<td>27</td>
</tr>
<tr>
<td>Axtell</td>
<td>10</td>
<td>12</td>
<td>0</td>
<td>11</td>
</tr>
<tr>
<td>Gibbon</td>
<td>13</td>
<td>8</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Perkins County</td>
<td>8</td>
<td>5</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Centennial</td>
<td>26</td>
<td>34</td>
<td>30</td>
<td>24</td>
</tr>
<tr>
<td>Wood River</td>
<td>18</td>
<td>16</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>SEM/Amherst</td>
<td>10</td>
<td>12</td>
<td>7</td>
<td>19</td>
</tr>
<tr>
<td>Elm Creek</td>
<td>14</td>
<td>23</td>
<td>12</td>
<td>15</td>
</tr>
<tr>
<td>Pleasanton/Litchfield</td>
<td>10</td>
<td>18</td>
<td>11</td>
<td>11</td>
</tr>
<tr>
<td>Burwell/Sargent/Loup County</td>
<td>11</td>
<td>8</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>West Point</td>
<td>0</td>
<td>8</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Doniphan/Trumbull</td>
<td>15</td>
<td>12</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>Sutherland</td>
<td>0</td>
<td>9</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Ainsworth</td>
<td>10</td>
<td>15</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>Chadron</td>
<td>11</td>
<td>26</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>Ravenna</td>
<td>9</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Franklin</td>
<td>14</td>
<td>16</td>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>572</strong></td>
<td><strong>711</strong></td>
<td><strong>673</strong></td>
<td><strong>812</strong></td>
</tr>
</tbody>
</table>
LOCATION | Range and Sim only | 2016 | 2017 | 2018 | 2019
---|---|---|---|---|---
Bertrand/Elwood | 17 | 28 | 18 | 17 |
Eustis/Farnam | 5 | 8 | 3 | 8 |
Superior | 21 | 16 | 0 | 0 |
Seward | 74 | 74 | 62 | 75 |
Boyd County | 19 | 0 | 0 | 0 |
TOTAL | 117 | 126 | 83 | 100 |

EDUCATIONAL PROGRAMS AND CURRICULA

See Appendix B

STUDENT PERFORMANCE MEASURES

The student’s success is measured by three different criteria:

1) Driver Performance: Each student driver must drive a test route administrated by a qualified test instructor. A student cannot score more than 15 error points on the driving test. This test measures performance skills as dictated by the Department of Motor Vehicles.

2) Range: This is measured as a pass/fail performance.

3) Written Test: Each student must score at least 35 points out of a possible 50 points on a 50 question written exam.

NEBRASKA SAFETY CENTER INSTITUTIONAL CONTRIBUTIONS

The Driver Education Curriculum is an approved course as directed by the Nebraska Department of Motor Vehicles (NDMV). This course must be submitted to the NDMV for review and approval. The NSC’s Driver Education program acquaints students to the UNK campus. The course provides successful students an approved waiver to be presented to the NDMV as proof of passing the course. This waiver makes the student eligible for a provisional operator permit (POP) at the time they reach their 16th birthday.

Driver Reinstatement Improvement and Vehicle Education (DRIVE)

History of the DRIVE Program:

DRIVE is an 8-hour Nebraska DMV-approved driver improvement and defensive driving course emphasizing vehicle control, attitude, judgment, risk management, decision-making, personal responsibility, and more.
Taking this course satisfies the requirements for those who:
- Have 6 points accumulated under age 21
- Require license reinstatement
- Need a 2-point reduction from their license
- Have been referred by a court order
- Have an out-of-state infraction

**Mission of DRIVE Program:**
...To meet or exceed the state requirements of a driver improvement course.

**Goals of DRIVE:**
1. Increase the Instructor pool
2. Add additional class locations
3. Update curriculum to include new automobile technology

**Stake holders:**
Law Enforcement
Court System
Nebraska Department of Motor Vehicles
Arizona Department of Transportation

The table below reflects reasons people take DRIVE, and the number of participants for each category for 2016 through 2019.

<table>
<thead>
<tr>
<th>REASON FOR TAKING DRIVE</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 21 six point accumulation</td>
<td>98</td>
<td>95</td>
<td>83</td>
<td>59</td>
</tr>
<tr>
<td>Reinstatement</td>
<td>76</td>
<td>75</td>
<td>83</td>
<td>72</td>
</tr>
<tr>
<td>Point reduction</td>
<td>18</td>
<td>7</td>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>Court order</td>
<td>11</td>
<td>6</td>
<td>14</td>
<td>9</td>
</tr>
<tr>
<td>Arizona Infraction</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>15</td>
</tr>
</tbody>
</table>

**DRIVE PROGRAM AND CURRICULUM**

See Appendix B

**STUDENT PERFORMANCE MEASURES**
Students’ success is measured by a written test. Each student must score at least 30 points out of a possible 40 points.

NEBRASKA SAFETY CENTER INSTITUTIONAL CONTRIBUTIONS

DRIVE is an 8-hour, Nebraska DMV approved, driver improvement and defensive driving course emphasizing vehicle control, attitude, judgement, risk management, decision-making and personal responsibility. The course meets the needs of those drivers who are directed by law enforcement to participate in driver improvement education to maintain or re-earn their driving privilege.

Motorcycle Safety Training Program

Basic Rider Course (BRC) and Experienced Rider Course (ERC)

History of the Motorcycle Safety Program:
The motorcycle safety program was initiated in cooperation with the Motorcycle Safety Foundation (MSF) in April of 1979. The program continued into the mid 1980’s until it was no longer feasible to continue. The program was reinstated in 2008 and continues today.

Mission of the Motorcycle Safety Program:
Deliver quality Motorcycle education to operators at an affordable cost.

Goals of the Motorcycle Safety Program:
1. Maintain the enrollments necessary to offer a viable program
2. Continue relationship with MSF as a source of curriculum and administration
3. Increase instructor pool

Stakeholders:
Nebraska Office of Highway Safety
Nebraska Department of Motor Vehicles
Motorcycle Safety Foundation

The graph below conveys the number of students who took the BRC course by year and a breakdown of their gender.

<table>
<thead>
<tr>
<th>Motorcycle Training</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>68</td>
<td>24</td>
<td>92</td>
</tr>
<tr>
<td>2018</td>
<td>70</td>
<td>25</td>
<td>95</td>
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<tr>
<td></td>
<td>2017</td>
<td>68</td>
<td>24</td>
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<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>67</td>
<td>21</td>
</tr>
</tbody>
</table>

MOTORCYCLE PROGRAM AND CURRICULUM

See Appendix B

STUDENT PERFORMANCE MEASURES

The students’ success is measured by two criteria:

1) Driving skills: Students are tested on the driving range through a series of skill tests administered by the instructors. Students must receive less than 21 error points to pass.

2) Written Test: Students must score at least 40 points out of a possible 50 points on the written exam.

NEBRASKA SAFETY CENTER INSTITUTIONAL CONTRIBUTIONS

The Motorcycle Safety Training program is approved by the MSF. The course demonstrates to each student the relationship between UNK and collaboration with other outside organizations.

TRAFFIC FACULTY MATTERS

The Traffic Programs have one full-time Safety Manager who is supported by the Range Manager, Customer Service Specialist and UNK students who serve as Range Technicians.

TRAFFIC PROGRAM COMPARISONS

The Driver Training and Evaluation Program (DTEP) Program does not have many comparable programs in the state. Driver Education, DRIVE and Motorcycle programs which meet state-wide standards and are offered by other institutions around the state. All motorcycle programs are strictly monitored and must meet all criteria on a standardized, measured program through the Motorcycle Safety Foundation. However, the difference for comparison lies with the instructors, the facilities, the equipment and the administration of the program. Based on evaluation by state officials, NSC motorcycle programs have become some of the best in the state. Officials are now choosing the NSC program, site, and instructors to host many Motorcycle Safety Foundation Programs.

The regulation of the Driver Education program is not as strict as it is with some other safety programs. In order to compare Driver Education programs, it would have to be done based on maximum class size, quality of curriculum, quality of instructors, quality of facilities, and the cost to the students. NSC has set the standard for class size, quality of facilities and quality of
instructors at a high level while at the same time trying to keep the cost affordable for the students served. NSC believes that NSC classes compare favorably to other programs in all of the above items. NSC must compete financially with other programs, but NSC feels that there should never be a lowering of standards in the name of competition.

**FUTURE DIRECTION**

There are a number of areas that NSC can explore for future programs, which would be beneficial for the Nebraska Safety Center and the State of Nebraska.

**Driver Education**

There is a great need to recruit additional instructors as each year we have more and more schools reach out to us due to their Driver Education instructor retiring. Our reach can and is board for the program therefore the pool of instructors needs to suit the same need.

**DTEP**

As the population gets older, there will be more and more older drivers on the road. It is projected that soon, one out of every five drivers will be over 65. This leads to an ever needing increase for the DTEP program as the population group cope with changes that are taking place on the roads and with new technology.

**Distance Learning**

Currently some distance learning/online options are offered for programs such as for Pupil, Advance and STOP. To better serve our students, deal with rising costs and to find additional revenue streams additional online options should be pursued for all NSC programs. This will insure we are providing the best services across the state.

In this age of increasing technological development, population growth and complex activity, there occurs a simultaneous increase in hazards to safe living. These hazards are present on the streets and highways of our nation, in the city and country, at home and school, at work and play. To enjoy the benefits created by modern conditions of living, men and women must learn to eliminate, avoid, or otherwise combat the accompanying danger to our lives. Developing an insight, and the judgment necessary to live happily and productively in a world of danger, is a process of education.

For this purpose, a specialized area of learning is needed. Included are driver and traffic safety, and the many other facets of safety which one needs in their daily living. Furthermore, a segment of the education profession needs to be specifically prepared. In order to obtain the optimum benefit from the respective abilities of these teachers, they must be able to work together for a common philosophy to achieve a common objective – instruction in safe living. This will allow the children, youth, and adults of this state to enjoy the blessing of modern progress; and in turn,
to contribute to this progress by using all the skills and abilities with which they have been endowed.

To provide adequate opportunity for members of the profession throughout the state to work together in fulfilling these goals, the Nebraska Driver and Safety Education Association was created.

**Pupil Transportation**  
**Self Study**

**GENERAL PROGRAM CHARACTERISTICS**

**History of Pupil Transportation Program:**  
The Pupil Transportation program was created in May 2000 through a contract with the Nebraska Department of Education to provide pupil transportation administrative services. The specific rules governing the program are:

- **Rule 91:** Driver Qualification and Operational Procedures for Pupil Transportation Vehicles.  
- **Rule 92:** Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles.

Responsibilities of the Nebraska Safety Center include:

- Interpretation of Pupil Transportation Guide  
- Issuance of Level I and Level II course completion  
- Coordinating recommended curriculum and rule changes  
- Developing training materials for courses  
- Developing and controlling Level I and Level II course schedules  
- Registration services for Level I and Level II courses.  
- Maintaining and assisting with the Pupil transportation database for both drivers and schools  
- Conducting an annual instructor conference to review new teaching materials, teaching techniques, and to discuss pupil transportation challenges.

**Goals of the Pupil Transportation program include:**

**Short Term**

- Education with updates of Rule 91 and 92  
- Continued education and development of the database  
- Continued development of the two-hour in-service training for schools

**Long Term**

- Expand Distance learning network
• Ongoing program assessment process
• Ongoing instructor training process
• Retention and recruitment of qualified instructors
• Increase communications with partners
• Evaluation of revenue streams
• Continue curriculum update process

PUPIL TRANSPORTATION CURRICULUM

See Appendix B for details

• Level 1
  Rule 91 - 002.05 Level I Instructional Course shall mean a minimum of an eleven hour, in-class, instructional program for individuals who will be operating school buses or small vehicles. The content will be prescribed by the Nebraska Department of Education and administered by an instructor approved by the Nebraska Department of Education.

• Level 2
  Rule 91 002.07 Level II Instructional Course shall mean a minimum of a three hour in-class instructional program, the content of which is prescribed by the Nebraska Department of Education and administered by an instructor approved by the Nebraska Department of Education.

STUDENT PERFORMANCE MEASURES

Level 1
• Administration of quizzes from the Pupil Transportation workbook at the end of each segment. Quizzes will be student corrected and answers will be discussed to clarify learning goals.
• A Level I content exam is administered during hour eleven after the completion of course material. The exam will evaluate the students learning and retention of material presented. Students must score an 80% on the exam in order to successfully complete the course

Level 2
• A Level II pre-test is administered in hour one to determine entry level knowledge of students
• Post Test is administered in hour three. The test will evaluate the students learning and retention of material presented. Students must score an 80% on the exam in order to successfully complete the course
Certification Requirements

Level 1
- Completion of Level I course
- Completion of Pre-service Evaluation “Behind the Wheel”

Level 2
- Completion of Level II course

FACULTY MATTERS

The Pupil Transportation Program has one full-time manager who is supported by the Rural Transportation Manager and Customer Service Specialist.

INSTITUTIONAL CONTRIBUTIONS

As the only provider of Pupil Transportation Training, the Pupil Transportation Program is a vital contributor to the University’s job skills training focus. All drivers of Pupil Transportation vehicles in the state of Nebraska are required to complete Level I training prior to being qualified as a school bus driver. In order to continue as a driver, all must complete Level II within five years of their initial qualification.

STUDENT PROFILE AND SUPPORT DATA

The information below shows the number of students who took Level I and Level II in the past four fiscal years.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Level I</th>
<th>Level II</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/15-6/16</td>
<td>961</td>
<td>774</td>
</tr>
<tr>
<td>7/16-6/17</td>
<td>984</td>
<td>612</td>
</tr>
<tr>
<td>7/17-6/18</td>
<td>724</td>
<td>644</td>
</tr>
<tr>
<td>7/18-6/19</td>
<td>805</td>
<td>615</td>
</tr>
</tbody>
</table>

RESOURCE BASES

Program Management
Nebraska Safety Center
- Director
• Transportation Safety Manager
• Customer Service Specialist
• Rural Transportation Manager
• Business Manager
• Accounts Receivable/Payable and HR

Nebraska Department of Education
• Pupil Transportation Program Director – Janice Eret

Nebraska Department of Department of Motor Vehicles
• Administrator – Sara O’Rourke

Advisory Committee
• Janice Eret- Department of Education
• Dan Ernst- NCSA
• Phil O’Donnell – First Student
• Sara O’Rourke- DMV
• Lea Kennison- DMV
• Rich Casey- Bellevue Public Schools Transportation Director
• Becky Reier- Instructor

Curriculum Committee
• Becky Reier – Kearney Public School Transportation Director and Instructor
• John Mueller – Bellevue Public Schools Instructor
• Brad Mead – MidStates School Bus Instructor
• Mick Anderson
• Erin Howard
• Kaitlyn Richardson

Budget
Budget Line Items for the Pupil Transportation program include:
• Program Manager salary
• Staff salaries
• Instructor salaries
• Curricular materials
• Travel expenses
• Database development and maintenance
• Continuing education

The Pupil Transportation Program is funded through program income revolving account revenues.

OPPORTUNITIES
The Pupil Transportation program was created in May 2000 through a contract with the Nebraska Department of Education to provide pupil transportation training administrative services. To allow the program to become self-sufficient the initial contract fee was $25,000 for three years (2000-01, 2001-02, 2002-03) and the Nebraska Safety Center was allowed to keep program income to reinvest in the program. This contract was to conclude after the 2002-03 fiscal year. Due to funding concerns the $25,000 contract fee was continued until the 2006-07 fiscal year. The contract fee for the 2006-07 fiscal year was $15,000. For the 2007-08 fiscal year it was reduced to $10,000. The $10,000 fee was continued for fiscal year 2008-09 and 2009-10. The contract fee was eliminated for fiscal year 2010-11 and beyond.

**Future:**
The Pupil Transportation program is currently self-funded. Program income is more than adequate to support program expenditures. Program management, with assistance from the business manager, regularly evaluates program income to determine that it is adequate to support all required activities.

**PROGRAM COMPARISONS**

The Pupil Transportation program at UNK focuses exclusively on providing training for Pupil Transportation Drivers in Nebraska.

The specific rules governing the program - Rule 91: Driver Qualification and Operational Procedures for Pupil Transportation Vehicles and Rule 92: Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles are unique to Nebraska. Training requirements differ in each state, however; they are compatible with Federal DOT regulations regarding transportation of school students.

The program looks at programs of neighboring states for curricular ideas and materials to ensure the highest quality program possible.

**Future Direction:**
Approval of changes to Rule 91/92 took place in 2019 which included, opportunities for expanded training opportunities for the Pupil Transportation Program include:

- **Annual two-hour driver in service training for schools**

The Pupil Transportation Program is governed by a MOU with the Nebraska Department of Education and curriculum is the property of the Department which limits its use in other areas.
Nebraska Mine Safety Program
Self Study

GENERAL PROGRAM CHARACTERISTICS

History of the Mine Safety Program:
This program was implemented based on the Federal Department of Labor, Mine Safety & Health Administration’s assessment of the fatalities in the surface operations of mining. The current standard took effect October 2, 2000, for metal/nonmetal mine sites. This program provides safety training to surface aggregate mine sites based on the Code of Federal Regulations.

Mission:
Provide mine safety education training to operators, contractors, and miners in Nebraska.

Vision:
The NSC Mine Safety Program wants to be known as a Mine Safety Education Center of Excellence.

Goals:
Short term
- Revamp class locations: regional classes
- Curriculum development: research citations, accidents & reportable

Long term
- NO charge MSHA Annual Conference
- Simulated surface mine rescue production

Stakeholders
Contracted Mine companies across the state of Nebraska
MSHA
Janice Oates, Grant Manager, Arlington, VA
Travis Munnerlyn, Technical Reports Manager, Arlington, VA
Joe Steichen, Supervisor Mine Inspector, Topeka, KS
Ed Edwards, Small Mines Compliance Specialist, Rapid City, SD
Great Plains Safety and Health Organization
MSHA PROGRAM AND CURRICULUM

New Miner curriculum consists of 16 hours of the 24 hours required and Annual Refresher Training consists of 8 hours of the 8 hours required. Both curriculums follow the Code of Federal Regulations.

The following is taken directly from Title 30 CFR (Code of Federal Regulations 30 CFR § 46.5, New miner training.

(a) Except as provided in paragraphs (f) and (g) of this section, you must provide each new miner with no less than 24 hours of training as prescribed by paragraphs (b), (c), and (d). Miners who have not yet received the full 24 hours of new miner training must work where an experienced miner can observe that the new miner is performing his or her work in a safe and healthful manner.

(b) Before a new miner begins work at the mine you must provide the miner with no less than 4 hours of training in the following subjects, which must also address site-specific hazards:
(1) An introduction to the work environment
(2) Instruction on the recognition and avoidance of electrical hazards and other hazards present at the mine,
(3) A review of the emergency medical procedures, escape and emergency evacuation plans
(4) Instruction on the health and safety aspects of the tasks to be assigned
(5) Instruction on the statutory rights of miners and their representatives under the Act;
(6) A review and description of the line of authority of supervisors and miners'
(7) An introduction to your rules and procedures for reporting hazards.

(c) No later than 60 calendar days after a new miner begins work at the mine, you must provide the miner with training in the following subject:
(1) Instruction and demonstration on the use, care, and maintenance of self-rescue and respiratory devices, if used at the mine; and
(2) A review of first aid methods.

(d) No later than 90 calendar days after a new miner begins work at the mine
You must provide the miner with the balance, if any, of the 24 hours of training on any other subjects that promote occupational health and safety for miners at the mine.

(e) Practice under the close observation of a competent person may be used to fulfill the requirement for training on the health and safety aspects of an assigned task in paragraph (b)(4) of this section, if hazard recognition training specific to the assigned task is given before the miner performs the task.

(f) A new miner who has less than 12 cumulative months of surface mining or equivalent experience and has completed new miner training under this section or under § 48.25 of this title within 36 months before beginning work at the mine does not have to repeat new miner training.
However, you must provide the miner with training specified in paragraph (b) of this section before the miner begins work at the mine.

(g) A new miner training course completed under § 48.5 or § 48.25 of this title may be used to satisfy the requirements of paragraphs (a), (b), and (c) of this section, if the course was completed by the miner within 36 months before beginning work at the mine; and the course is relevant to the subjects specified in paragraphs (b) and (c) of this section.

30 CFR § 46.8, Annual refresher training.
(a) You must provide each miner with no less than 8 hours of annual refresher training—
   (1) No later than 12 months after the miner begins work at the mine, or no later than March 30, 2001, whichever is later; and
   (2) Thereafter, no later than 12 months after the previous annual refresher training was completed.
(b) The refresher training must include instruction on changes at the mine that could adversely affect the miner's health or safety.
(c) Refresher training must also address other health and safety subjects that are relevant to mining operations at the mine.

Annual Refresher Training is based on the CFR and the industry trends. Research is done based on Nebraska statistics.

Prior to each training season, all documentation is posted on the web page, www.unk.edu/msha. Each company has the opportunity to review the information and determine if the proposed training meets their needs. Summary agendas are provided to the companies to review with their employees.

New Miner Training Outline- See Appendix B
Annual Refresher Training Outline- See Appendix B

INSTITUTIONAL CONTRIBUTIONS

The Mine Safety Program in the past five years has applied for several grants through the Nebraska Department of Roads and OSHA Institute. NSC was successful in obtaining a grant through MSHA. Even though NSC was not successful with the Department of Roads and OSHA Institute grants, NSC will continue to apply for additional grants from both institutions. Other grant opportunities geared towards safety at mine sites will also be explored.

STUDENT PERFORMANCE MEASUREMENTS

Below is information about how many miners were taught either annual refresher training or new miner training during the time period of 2015 to 2019.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>New Miner Training</td>
<td>40</td>
<td>30</td>
<td>31</td>
<td>38</td>
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<tr>
<td>Annual Refresher Training</td>
<td>345</td>
<td>380</td>
<td>425</td>
<td>365</td>
</tr>
</tbody>
</table>

**FACULTY MATTERS**

Organizational Structure - NE Safety Center
Mick Anderson – Director
Darla Morris – Business Manager
Marshall Barth – Accounts Receivable/Payable and HR
Dick Thompson, Instructor
Mark Dunn- GPSHO Contracted Representative

**RESOURCE BASES**

The financial resource base for the Nebraska Safety Center Mine Safety Program is grant funds and self-generated funds. The class fee for New Miner Training is $200.00 per miner and Annual Refresher Training is $50.00 per miner. To receive the MSHA Grant, the Nebraska Safety Center must match 25% of the grant amount by cash generation. All generated income from the program is used for instructor salaries, curriculum materials, technology for teaching of the class, rental of some program sites and travel expenses. The Center contracts with Great Plains Safety & Health Organization (GPSHO) to update the curriculum, schedule classes and facilitate all on-site course arrangements. The GPSHO receives $48,000 annually for these services.

**PROGRAM COMPARISON**

There are independent private entities that can provide new miner training and annual refresher training in Nebraska. Comparison of programs and curriculum are unavailable; however NSC is the approved grant recipient by the Department of Labor, Mine Safety & Health administration.

There are other similar State Grant Programs throughout the nation; however direct comparisons are inappropriate due to the commodity produced in that state.

**Future direction:**
As the governor appointed state grant recipient, NSC can continue the Mine Safety program across the state, branching out to Department of Roads employees who haul gravel off mine sites and revamping our current curriculum to provide safety training. Resubmission of the previously submitted grant is a future goal.

The Mine Safety and Health Administration’s primary goal is to keep miners safe and alive. A large focus of mine training is rescue techniques and developing mine rescue teams in the coal industry.

Future plans are to develop a simulated surface mine rescue drill and film it to distribute throughout the nation’s surface mine industry and also to all first responders.

A surface mine operation has numerous danger areas that the common lay person would not be aware of, and therefore the production of this film would not only make first responders safe but would bring national recognition to the University.
Appendix A: Legislative Bills

LB 693

Appendix A3-A6
LEGISLATIVE BILL 693

Passed over the Governor's veto April 21, 1978

Introduced by Cope, 36

AN ACT to establish the Nebraska Safety Center; to declare intent; to provide for administration of the center; to create the Nebraska Safety Center Advisory Council; to prescribe functions and goals of the center; and to authorize the utilization of funds.

Be it enacted by the people of the State of Nebraska,

Section 1. The Legislature finds and declares that there is a vital need for increased training and research activity in the fields of traffic safety, domestic safety, industrial safety, fire safety, and recreational safety, and that this activity can best be achieved by utilizing the facilities of an institution of higher education.

The Legislature further declares and assents to the establishment and administration of the Nebraska Safety Center at Kearney State College.

Sec. 2. As used in this act, unless the context otherwise requires:

(1) Center shall mean the Nebraska Safety Center created under section 3 of this act; and

(2) Council shall mean the Nebraska Safety Center Advisory Council created under section 8 of this act.

Sec. 3. (1) The Board of Trustees of the Nebraska State Colleges may establish the Nebraska Safety Center at Kearney State College.

(2) It is the intent of the Legislature that existing available land and facilities be utilized in the establishment and administration of the center.

Sec. 4. The Board of Trustees of the Nebraska State Colleges and the president of Kearney State College (1) may employ a director of the center who shall be responsible to the president of Kearney State College and whose qualifications and salary shall be established by the board and the president, and (2) may employ or assign to the center such other professors, instructors, tutors, demonstrators, and other personnel as from time to time
may be considered necessary for the administration of the center.

Sec. 5. (1) The Board of Trustees of the Nebraska State Colleges and the president of Kearney State College may accept and administer, in accordance with proper financial procedures at Kearney State College, gifts, grants, tuition, and private funds to assist in the operation of the center.

(2) The Legislature shall appropriate such money from the General Fund and authorize the acceptance and use of such federal funds as may be necessary to permit the center to operate efficiently and to promote the purposes of this act.

Sec. 6. The purposes and functions of the center shall include (1) instruction, to provide educational courses and coordinated activities relating to all safety and safety education, (2) research, to provide leadership in identifying priorities of safety education and to provide expertise in safety research projects, (3) service, to provide information and workshop opportunities to all interested individuals, and (4) coordination, to provide articulation for development of a statewide system of teacher preparation in safety education programs.

Sec. 7. Whenever requested or deemed appropriate by the Nebraska Safety Center, the University of Nebraska, the technical community colleges, the State Department of Education, the Safety Council of Nebraska, Inc., the Nebraska Coordinating Commission for Postsecondary Education, any agency providing services through city or local governments, and any other agency involved in activities related to safety shall cooperate with and offer expertise to the center to assist it in carrying out its purposes and functions under section 6 of this act. It is not the intent of the Legislature to duplicate existing programs but to provide extensions of those programs when deemed necessary by the center and the organizations currently conducting the activity.

Sec. 8. (1) To assist the center in carrying out its purposes and functions, there is hereby created the Nebraska Safety Center Advisory Council composed of the following members appointed by the Governor with the consent of the Legislature:

(a) One representative from the Department of Roads;
(b) One representative from the Department of Motor Vehicles;

(c) One representative from the State Department of Education;

(d) One representative from the Game and Parks Commission;

(e) One representative from the Department of Labor;

(f) One person representing the technical community college areas;

(g) One person representing private business and industry;

(h) One person representing the University of Nebraska;

(i) One person representing the medical profession;

(j) One person representing the area of law enforcement in this state;

(k) One person representing the Safety Council of Nebraska, Inc.;

(l) One person representing the area of transportation;

(m) One person representative of emergency medical services;

(n) One person representing the judiciary in the State of Nebraska;

(o) One person representing city government;

(p) One person representing county government;

(q) One person representing the area of agriculture;

(r) One person representing the local public school system;

(s) A representative of the Nebraska Coordinating Commission on Postsecondary Education;
(t) One person representing the Red Cross; and
(u) One person representing the state colleges.

(2) Representatives selected to serve on the council shall have appropriate education, training, and experience in the field of industrial safety, recreational safety, domestic safety, or traffic safety.

Sec. 9. Members of the council shall serve for terms of three years, except that of the members first appointed, seven shall be appointed for a term of one year, seven shall be appointed for a term of two years, and seven shall be appointed for a term of three years. As the terms of the initial appointees to the council expire, succeeding appointees shall have the same qualifications as their predecessors, and such successors shall be appointed to three-year terms, except appointees to vacancies occurring from unexpired terms, in which case the successor shall serve out the term of his predecessor. Members whose terms have expired shall continue to serve until their successors have been appointed.

Sec. 10. The council shall meet at least once annually to review the operation and administration of the center and to make any recommendations to the director of the center for improvements considered to be reasonable or necessary.

Sec. 11. The members of the council shall receive no compensation for their services on such council but shall be reimbursed for any expenses actually incurred in the performance of their duties.

Sec. 12. The council shall review the operation and administration of the center. The council shall meet at least once annually to make recommendations to the director of the Nebraska Safety Center concerning: (1) Budget; (2) staff; (3) facilities and equipment; and (4) programs.

Sec. 13. Each council member shall be available to advise the center relative to programs in their area of expertise. The center shall provide monthly summary reports to the council members and advise the council of new programs at least thirty days prior to their implementation. A program may be discontinued by a two-thirds vote of the council. A written annual report shall be made available at least ten days prior to the annual meeting.
LEGISLATIVE BILL 693A

Passed over the Governor's veto April 21, 1978

Introduced by Cope, 36

AN ACT to appropriate funds to aid in carrying out the provisions of Legislative Bill 693, Eighty-fifth Legislature, First Session, 1977.

Be it enacted by the people of the State of Nebraska,

Section 1. There is hereby appropriated fifty-four thousand dollars from the General Fund for the period July 1, 1978, to June 30, 1979, to Kearney State College, Agency No. 50-2 for Program 845, to aid in carrying out the provisions of Legislative Bill 693, Eighty-fifth Legislature, First Session, 1977.

Sec. 2. There is hereby appropriated ten thousand dollars from the State Building Fund for the period July 1, 1978, to June 30, 1979, to Kearney State College, Agency No. 50-2 for Program 913, to plan, design, and initiate construction of the Nebraska Safety Center and to aid in carrying out the provisions of Legislative Bill 693, Eighty-fifth Legislature, Second Session, 1978.
Appendix B: Program Curriculum

Safety Training Option Program ........................................................................ Appendix B-2 - B-8
DRIVE .................................................................................................................. Appendix B-9 – B-16
Driver Education .................................................................................................. Appendix B-17 – B-39
Motorcycle ............................................................................................................. Appendix B-40 – B-42
Pupil Transportation .............................................................................................. Appendix B-43 – B-45
Mining ...................................................................................................................... Appendix B-46 – B-47
Advance Driver Training ........................................................................................ Appendix B-48 – B-56

STOP – Safety Training Option Program
# COURSE OUTLINE

## INTRODUCTION

15 minutes  
*(2008 NDM in a light blue cover)*

- 2008 changes are in red
- 2009 changes in blue
- 2010 changes in purple
- 2012 changes in green

<table>
<thead>
<tr>
<th>Performance Objective</th>
<th>Topic and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The participant will verify class registration and will provide any additional information as is needed.</td>
<td>Registration Information</td>
</tr>
<tr>
<td></td>
<td>In-Class Enrollment Form</td>
</tr>
<tr>
<td></td>
<td>Handout</td>
</tr>
<tr>
<td>2. The participant recognizes the major topics of the class and how the class will be conducted.</td>
<td>Course Overview</td>
</tr>
<tr>
<td></td>
<td>Transparency</td>
</tr>
</tbody>
</table>

Videos = Video Sample  
Handouts = Handout Sample  
Overheads = Overhead Sample

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RULES OF THE ROAD/OTHER ROADWAY USERS
(45 min)

Performance Objective  Topic and Resources

1.  The participant will demonstrate an understanding of the following rules of the road.

   To understand the driving process of SIPDE (Refer back to Half Score Sheet)

   NE Driver’s Manual – (NDM)

   Resource Handout

   Coastal-Driving to Distraction-Video Resource Booklet

   The following pages refer to NDM

   Signs, Signals and Markings AAA -

   Vehicle Condition

   Signs, Signals, & Markings  page 29-43

   Right of Way

   Speed  page 44-48

   Interstate Driving  page 48-50

   Railroads  page 55-56

   Interstate Driving  page 55-56

   Railroads  page 54

   “Sharing the Road” (7 min) Video #3

2. The participant will demonstrate the knowledge of the unique characteristics of other roadway users.

   Motorcycle  page 58

   Bicycle  page 58-59

   Pedestrians  page 59

   Buses  page 60

   Trucks (No zone)  page 61

   Farm Vehicles (width, slow moving vehicles)

   Animals (Handouts and Articles)

   Legal and Financial Responsibilities, Driving Privileges & Legal Status of a Driver’s License pages 7-15 and pages 26-
## ALCOHOL
## CELL PHONE
## RERAINTS
## (1/2 hour)

<table>
<thead>
<tr>
<th>Performance Objective</th>
<th>Topic and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The participant will recognize the perils of combining drugs and driving</td>
<td>The following pages refer to NDM pages 22-23 (Alcohol/Drugs) page 24-25 (Health)</td>
</tr>
<tr>
<td>2. The participant will recognize the perils of combing driving with cell phone use.</td>
<td>AAA Power Point Presentation Cell phones and Driving: Research Update (Resource handout) Cell Phone Etiquette (Resource Handout) Simple Plan – Untitled Video U-Tube Texting Videos</td>
</tr>
<tr>
<td>3. The participant will demonstrate knowledge of the Nebraska Restraint Laws.</td>
<td>NE Driver's Manual – (NDM) The following pages refer to NDM page 23 page 23-24 (Child Restraints) page 24 (Airbags)</td>
</tr>
<tr>
<td>4. The participant will demonstrate knowledge of how to use restraint systems correctly.</td>
<td>Updated Quiz-Safety Belts &amp; Child Restraints Handout</td>
</tr>
</tbody>
</table>
5. The participant will recognize the advantages of restraint protection.

## HANDLING EMERGENCIES

**15 min**

<table>
<thead>
<tr>
<th>Performance Objective</th>
<th>Topic and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The participant will recognize the procedures necessary for vehicle control in emergency situations.</td>
<td>NE Driver’s Manual – (NDM)</td>
</tr>
</tbody>
</table>

**Driver Position**

- **Environment**
  - Roadway Surface Type
    - "Ice"
  - Water - Hydroplaning
  - Shoulder
  - Roadway Related Obstruction
    - trees, poles, etc.

- **Vehicle Action**
  - Control Braking
  - Skids
  - Power Steering
  - Head Lights
  - Hood
  - Low Battery
  - Overheated Engine
  - Fire
  - Off Road Recovery
  - Evasive Maneuvers
  - Brake Failure
  - Blow Out
  - Accelerator Stuck
  - On Coming Car in your Lane

**Extra Resources**

Extra Resources
(Nebraska Safety Center Manual)
**DRIVING RISK CONTROL**  
*(45 minutes)*

<table>
<thead>
<tr>
<th>Performance Objective</th>
<th>Topic and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The participant will improve traffic recognition and control skills.</td>
<td>“Driving Risk Control” <em>(40 min)</em> Video #9</td>
</tr>
</tbody>
</table>

**Form**  

Driving Risk Control Response  
Handout
## DRIVING ENVIRONMENT

(1/2 hour)

<table>
<thead>
<tr>
<th>Performance Objective</th>
<th>Topic and Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The participant will demonstrate the capability of distinguishing between normal driving, driving at night, adverse weather conditions, and other special situations.</td>
<td>NE Driver's Manual – (NDM) The following pages refer to NDM page 55 page 57-58 “Preventing Road Rage: Anger Management for Drivers” (20 min) Video #6</td>
</tr>
<tr>
<td></td>
<td>Risk/Attitude Resource Sheet</td>
</tr>
<tr>
<td>Risk /Attitude and how it Impacts driving</td>
<td>Risk/Attitude Resource Sheet</td>
</tr>
<tr>
<td>Highway Construction and Maintenance</td>
<td>NDM page 40</td>
</tr>
<tr>
<td>Performance Objective</td>
<td>Topic and Resources</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------</td>
</tr>
<tr>
<td>1. The participant will demonstrate driving functional skills related to search,</td>
<td>“Driver Performance Test II”</td>
</tr>
<tr>
<td>identification, prediction, decision, and execution.</td>
<td>(35 min) Video #1</td>
</tr>
<tr>
<td></td>
<td>(Use Video from Hour #1, Begin video after the 5 Practice</td>
</tr>
<tr>
<td></td>
<td>Questions - no need to show answers again)</td>
</tr>
<tr>
<td></td>
<td>Driver Performance Test II</td>
</tr>
<tr>
<td></td>
<td>DPT II Score Sheet</td>
</tr>
<tr>
<td></td>
<td>Handouts</td>
</tr>
<tr>
<td>2. The participant must score average or above (at least 103pts and have at least</td>
<td>(DPT Driver Competency Scale)</td>
</tr>
<tr>
<td>80% equaling not more than 8 “Zeros” on the pre or post test) for satisfactory</td>
<td></td>
</tr>
<tr>
<td>completion of the course.</td>
<td></td>
</tr>
<tr>
<td>3. **If participant scores below average in the DPT Driver Competency score</td>
<td>“Advanced Driving Skills Quiz”</td>
</tr>
<tr>
<td>a re-take test is required. (use this video only if a re-take is needed)</td>
<td>(35 min) Video #10</td>
</tr>
<tr>
<td></td>
<td>Advanced Driving Skills Quiz</td>
</tr>
<tr>
<td></td>
<td>Answer Form</td>
</tr>
<tr>
<td></td>
<td>Handout</td>
</tr>
<tr>
<td>4. Evaluation of Class</td>
<td>Evaluation Sheet</td>
</tr>
<tr>
<td></td>
<td>Handout</td>
</tr>
</tbody>
</table>
## NEBRASKA SAFETY CENTER
### DRIVER REINSTATEMENT, IMPROVEMENT, AND VEHICLE EDUCATION
#### CURRICULUM OUTLINE

<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>1 of 8</td>
</tr>
<tr>
<td>Video(s):</td>
<td>“In Control” DVD – 35:00 minutes</td>
</tr>
</tbody>
</table>
| Handout(s):      | DRIVE Student Workbook  
|                  | Nebraska Driver’s Manual  
|                  | Enrollment Form  
|                  | Release, Waiver, and Indemnification Form |
| Procedure:       | • Welcome Participants  
|                  | • Introduction to Instructor  
|                  | • Introduction to Advanced Driving Techniques  
|                  | • Enrollment Form – Both Sides  
|                  | • Release, Waiver, and Indemnification Form  
|                  | • Orientation  
|                  |   • Defensive Driving Mindset  
|                  | • Explain Course Schedule  
|                  | • Watch Video: “In Control” |
| Assignment(s):   |  |
| Other:           |  |
### Procedure:
- Review of Previous Hour
- Review of Defensive Driving Mindset
- Explanation of Driving Drills
  - Skid Pan
  - Controlled Braking and Evasive Steering
    - Forward and Reverse
  - Serpentine and Off-Road Recovery
- Discussion of Vehicle Dynamics
  - Momentum
  - Inertia
  - Kinetic Energy
    - Total Stopping Distance

### Assignment(s):

### Other:
<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
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<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>3 of 8</td>
</tr>
<tr>
<td>Video(s):</td>
<td></td>
</tr>
<tr>
<td>Handout(s):</td>
<td></td>
</tr>
</tbody>
</table>

**Procedure:**

- Review of Previous Two Hours
- Driving Involves Risk
- Causes of Crashes
  - Errors Omitted
  - Errors Committed
- Class Discussion of “SELF-REFLECTION QUESTIONS”  
  (Workbook p. 7)
- Discussion of Risk
  - Definition
  - 4 Characteristics
- In-Class Activity
  - Discussion and Coverage of “RECONSTRUCTION OF A CRASH”  
    (Workbook p. 3)
- Risk Management
  - SIPDE
  - Mental vs. Physical
- In-Class Activity
  - Discussion and Coverage of “SIPDE – DEFENSIVE DRIVING SYSTEM”  
    (Workbook pp. 1-2)
- Dismiss for Lunch
  - Emphasize that all Participants MUST be back in 30 minutes  
    in order to receive credit for taking the course!

**Assignment(s):**

**Other:**  


<table>
<thead>
<tr>
<th>Instructor Name:</th>
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<tbody>
<tr>
<td>School Name:</td>
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<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>4 of 8</td>
</tr>
<tr>
<td>Video(s):</td>
<td></td>
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<tr>
<td>Handout(s):</td>
<td></td>
</tr>
</tbody>
</table>

**Procedure:**
- Welcome Participants back from Lunch
- Review of Previous Three Hours
- Discussion of Attitudes about Driving
  - More information will be provided for this Hour. Until then, this is an open discussion time for Participants to reflect on where their attitudes about driving and safety come from and how they can improve.

**Assignment(s):**

**Other:**

<table>
<thead>
<tr>
<th>Instructor Name:</th>
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<tbody>
<tr>
<td>School Name:</td>
<td></td>
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<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>5 of 8</td>
</tr>
<tr>
<td>Video(s):</td>
<td>“The Last Text” Documentary DVD – 11:00 minutes</td>
</tr>
<tr>
<td>Handout(s):</td>
<td></td>
</tr>
</tbody>
</table>
| Procedure:     | • Review of Previous Four Hours  
|                 | • Class Discussion and Coverage of Nebraska Driver Manual  
|                 |   o In-Class Activity  
|                 |     ▪ Discussion and Grading of “NEBRASKA DRIVER’S MANUAL WORKSHEET” (Workbook pp. 10-15)  
|                 |     o Drugs and Alcohol  
|                 |     o Restraints and Safety Devices  
|                 |     o In-Class Activity  
|                 |       ▪ Discussion and Grading of “SEAT BELT AND CHILD RESTRAINT QUIZ” (Workbook p. 8)  
|                 |     o In-Class Activity  
|                 |       ▪ Discussion and Coverage of “AIRBAG SAFETY INFORMATION” (Workbook pp. 4-5)  
|                 |     o Texting While Driving  
|                 |       ▪ Watch Video: “The Last Text”  
|                 |     o Drowsy Driving  
|                 |     o In-Class Activity  
<p>|                 |       ▪ Discussion and Coverage of “DROWSY DRIVING QUIZ” (Workbook, p. 9) |
| Assignment(s): |  |
| Other:         |  |
| Instructor Name: |  |
| School Name: |  |
| Date and Time: |  |
| Course Hour: | 6 of 8 |
| Video(s): |  |
| Handout(s): |  |
| Procedure: |  |
| • Review of Previous Five Hours |  |
| • Continue Class Discussion and Coverage of Nebraska Driver’s Manual |  |
| o Defensive Driving |  |
| o Traffic and Lane Use Signals |  |
| o Sign Colors |  |
| o Railroad Grade Crossings |  |
| o In-Class Activity |  |
| ▪ Discussion and Coverage of Operation Lifesaver’s “2013 STATISTICS WORKSHEET” (Workbook p. 6) |  |
| o Regulatory, Warning, and Special Signs |  |
| o Pavement Markings |  |
| o Right-of-Way Rules |  |
| o Move Over Law |  |
| o Speed Zones and Fines |  |
| o Interstate Driving |  |
| o Driving at Night |  |
| o Driving in Adverse Weather Conditions |  |
| o Driving Emergencies |  |
| Assignment(s): |  |
| Other: |  |</p>
<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour: 7 of 8</td>
<td></td>
</tr>
<tr>
<td>Video(s): “Driven to Distraction” DVD – 21:00 minutes</td>
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</table>

<table>
<thead>
<tr>
<th>Handout(s):</th>
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</table>

<table>
<thead>
<tr>
<th>Procedure:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of Previous Six Hours</td>
<td></td>
</tr>
<tr>
<td>Continue Class Discussion and Coverage of Nebraska Driver’s Manual</td>
<td></td>
</tr>
<tr>
<td>- Distracted Driving</td>
<td></td>
</tr>
<tr>
<td>- Watch Video: “Driven to Distraction”</td>
<td></td>
</tr>
<tr>
<td>- Driving Attitude</td>
<td></td>
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<tr>
<td>- Road Rage</td>
<td></td>
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<tr>
<td>- Sharing the Road</td>
<td></td>
</tr>
<tr>
<td>- School Buses</td>
<td></td>
</tr>
<tr>
<td>- “The No Zone”</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Assignment(s):</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Other:</td>
<td></td>
</tr>
<tr>
<td>Instructor Name:</td>
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<td>--------------------------</td>
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</tr>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>8 of 8</td>
</tr>
<tr>
<td>Video(s):</td>
<td></td>
</tr>
<tr>
<td>Handout(s):</td>
<td></td>
</tr>
<tr>
<td>Procedure:</td>
<td>• Review of All Class Materials</td>
</tr>
<tr>
<td></td>
<td>• Review Defensive Driving Mindset</td>
</tr>
<tr>
<td></td>
<td>• Take 40-Point Final Exam</td>
</tr>
<tr>
<td></td>
<td>• Complete End of Course Evaluation</td>
</tr>
<tr>
<td></td>
<td>• Fill Out Completion Cards for Students Who Pass</td>
</tr>
<tr>
<td></td>
<td>• Hand out DeAnn’s Business Card and Explain Re-Take Process for Students Who Fail</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
</tr>
</tbody>
</table>
# DRIVER EDUCATION CURRICULUM OUTLINE

<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>1 of 22 (Parent’s Meeting)</td>
</tr>
</tbody>
</table>
| Video(s):        | “Young Drivers: The High-Risk Years” DVD – 16:00 minutes  
                   “That Cheap Old Car Might Carry Deadly Cost for Teens” Web Video – 3:10 minutes |
| Handout(s):      | “Parent Teen Driver Fact Sheet” |
| Procedure:       | **Welcome Students and Parents**  
                   **Introduction to Instructor**  
                   **Introduction to Driver Education**  
                   **Pass Around and Explain Daily Sign-In Sheet**  
                   **Discuss Goals of Driver Education**  
                   o Reduce Risk  
                   o Develop Basic Driving Skills  
                   o Understand “Rules of the Road”  
                   o Get POP Permit  
                   o Reduce Insurance Rates  
                   **Explain Course Schedule**  
                   o Classroom Portion – 22 Hours  
                   ▪ Meeting Times, Videos, Handouts, Discussion, and etc.  
                   o Range and Simulation – 4 Hours of Each  
                   ▪ 1 of 3 Ranges in the Midwest  
                   ▪ Unmatched Educational Experience  
                   ▪ Announce Range and Simulation Date in Kearney and Discuss Travel Arrangements  
                   o On-Street Driving  
                   ▪ Residential  
                   ▪ Business  
                   ▪ Highway/Gravel  
                   ▪ Interstate  
                   ▪ Final Drive Test (DMV Waiver)  
                   **Watch Video: “Young Drivers: The High-Risk Years”**  
                   o Discuss:  
                   ▪ WHY These are “The High-Risk Years”  
                   ▪ How This Information Relates to Driver Education |
<table>
<thead>
<tr>
<th>Assignment(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other:</td>
</tr>
</tbody>
</table>

- How We Want to Partner with Parents so that Students have the BEST Driver Education experience!

- Watch Video: “That Cheap Old Car Might Carry Deadly Cost for Teens”
- Class Discussion and Coverage of “Parent Teen Driver Fact Sheet”
- Parents are Dismissed
<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>2 of 22</td>
</tr>
<tr>
<td>Video(s):</td>
<td></td>
</tr>
<tr>
<td>Handout(s):</td>
<td>Driver Education Enrollment Form</td>
</tr>
<tr>
<td></td>
<td>Driver Education Student Workbook</td>
</tr>
<tr>
<td></td>
<td>On-Street Driving Schedule</td>
</tr>
<tr>
<td></td>
<td>Tabbed Filed Folders</td>
</tr>
<tr>
<td></td>
<td>Name Labels</td>
</tr>
<tr>
<td></td>
<td>Final Grade Sheet</td>
</tr>
<tr>
<td></td>
<td>DMV Drive Test Score Sheet</td>
</tr>
<tr>
<td>Procedure:</td>
<td>• Complete Enrollment Form</td>
</tr>
<tr>
<td></td>
<td>• Handout Driver Education Student Workbook</td>
</tr>
<tr>
<td></td>
<td>• Class Discussion and Coverage of “ENROLLMENT GUIDELINES”</td>
</tr>
<tr>
<td></td>
<td>(Workbook page 1)</td>
</tr>
<tr>
<td></td>
<td>• Review Course Schedule and Explain WHY Schedule is Set the</td>
</tr>
<tr>
<td></td>
<td>Way It Is</td>
</tr>
<tr>
<td></td>
<td>o Classroom Portion – 22 Hours</td>
</tr>
<tr>
<td></td>
<td>• Meeting Times, Videos, Handouts, and etc.</td>
</tr>
<tr>
<td></td>
<td>o Range and Simulation – 4 Hours of Each</td>
</tr>
<tr>
<td></td>
<td>• Class Discussion and Coverage of “RULES AND REGULATIONS”</td>
</tr>
<tr>
<td></td>
<td>(Workbook page 2)</td>
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<tr>
<td></td>
<td>o On-Street Driving</td>
</tr>
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<td></td>
<td>• Residential</td>
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<td></td>
<td>• Business</td>
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<td></td>
<td>• Highway/Gravel</td>
</tr>
<tr>
<td></td>
<td>• Interstate</td>
</tr>
<tr>
<td></td>
<td>• Final Drive Test (DMV Waiver)</td>
</tr>
<tr>
<td></td>
<td>o Hand Out “On-Street Driving Schedule”</td>
</tr>
<tr>
<td></td>
<td>• Fill In When Student Can Drive – ½ hour per day</td>
</tr>
<tr>
<td></td>
<td>• Find a Partner (1 hour total)</td>
</tr>
<tr>
<td></td>
<td>• Have Students Take this Schedule Home and Confirm It at</td>
</tr>
<tr>
<td></td>
<td>the Next Class Session</td>
</tr>
<tr>
<td></td>
<td>• Handout Tabbed Filed Folders and Name Labels</td>
</tr>
<tr>
<td></td>
<td>o Explain Purpose and Process for Keeping All Materials in</td>
</tr>
<tr>
<td></td>
<td>Folder</td>
</tr>
<tr>
<td></td>
<td>• Handout “Final Grade Sheet” and Explain Grading Process</td>
</tr>
<tr>
<td></td>
<td>• Handout DMV’s “Drive Test Score Sheet” and Explain Grading</td>
</tr>
<tr>
<td></td>
<td>Process for Final On-Street Drive Test (DMV Waiver)</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
</tr>
</tbody>
</table>
### Instructor Name:  

### School Name:  

### Date and Time:  

### Course Hour: 3 of 22  

### Video(s):  

### Handout(s):  
- “How To Drive” Textbook  
- Nebraska Driver’s Manual  

### Procedure:  
- Hand out “How To Drive” Textbook  
  - Write Down Book’s ID # on Roster  
  - Explain Class Schedule as it Relates to the Textbook  
    - Homework Every Night  
    - 1, or More, Chapters Discussed per Classroom Session  
    - 1, or More, End-of-Chapter Quizzes (in Book) per Classroom Session  
    - 1, or More, End-of-Chapter Graded Tests per Classroom Session  
- Introduction to Nebraska Driver’s Manual  
  - This is “The Rulebook” for Driving  
  - Page-by-page Discussion and Coverage of Nebraska Driver’s Manual  

### Assignment(s):  
- NEBRASKA DRIVER’S MANUAL WORKSHEET (Workbook page 21-26)  
- Read and Come Prepared to Discuss “How To Drive” Chapter 1  

### Other:  

---
<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>4 of 22</td>
</tr>
<tr>
<td>Video(s):</td>
<td></td>
</tr>
<tr>
<td>Handout(s):</td>
<td></td>
</tr>
</tbody>
</table>
| **Procedure:**  | • Complete Daily Sign-In Sheet (If Applicable)  
|                 | • In-Class Activity  
|                 |   o Discussion and Grading of NEBRASKA DRIVER’S MANUAL WORKSHEET (Workbook pages 21-26)  
|                 |   • “SIPDE – Defensive Driving System” (Workbook pages 9 & 10)  
|                 |     o 5-Step Process  
|                 |     o Mental vs. Physical Process  
|                 |     o Terms are Used Throughout this Class  
|                 | • Class Discussion and Coverage of “Driving Behaviors Among Nebraska Adolescents” (Workbook page 3)  
|                 | • Class Discussion and Coverage of “Motor Vehicle Crashes: Urban/Rural Comparison” (Workbook page 4)  
<p>|                 | • Class Discussion and Coverage of “How To Drive” Chapter 1: “Managing Risk When Driving”  |
| Assignment(s):  | Come Prepared to Test on “How To Drive” Chapter 1 |
| Other:          |  |</p>
<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>School Name:</td>
<td></td>
</tr>
<tr>
<td>Date and Time:</td>
<td></td>
</tr>
<tr>
<td>Course Hour:</td>
<td>5 of 22</td>
</tr>
<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “You, Risk, and Driving” (Covers Chapter 1 in Textbook) – 9:48 minutes</td>
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<tr>
<td>Handout(s):</td>
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</table>
| Procedure:      | Complete Daily Sign-In Sheet (If Applicable)  
|                 | Watch Video: “You, Risk, and Driving”  
|                 | End-of-Chapter Quiz – Textbook Chapter 1  
|                 | End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 1 |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 2 |
| Other:          |                                   |
Instructor Name:  
School Name:  
Date and Time:  
Course Hour: 6 of 22  
Video(s):  
“How To Drive” DVD: “Knowing Your Vehicle” (Covers Chapter 2 in Textbook) – 15:40 minutes  
Handout(s):  
“AIRBAG SAFETY INFORMATION” (Workbook pages 11 & 12)  
“SAFETY BELT AND CHILD RESTRAINT QUIZ” (Workbook page 19)  
Procedure:  
- Complete Daily Sign-In Sheet (If Applicable)  
- Class Discussion and Coverage of “How To Drive” Chapter 2: “Getting Acquainted with the Vehicle You Will Drive”  
- In-Class Activity  
  - Class Discussion and Coverage of “Seat Belt Fact Sheet: Medical Charges 2008-2012” (Workbook page 18)  
  - Class Discussion and Coverage of SAFETY BELT AND CHILD RESTRAINT QUIZ (Workbook page 19)  
- “Driver Orientation Checklist” (Workbook pages 7 & 8)  
  - Step-by-Step Process  
- Watch Video: “Knowing Your Vehicle”  
- End-of-Chapter Quiz – Textbook Chapter 2  
- End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 2  
Assignment(s):  
Come Prepared to Discuss and Test on “How To Drive” Chapter 3  
Other:  

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<tr>
<td>Course Hour:</td>
<td>7 of 22</td>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Starting, Steering, and Stopping” (Covers Chapters 3 and 4 in Textbook) – 12:21 minutes</td>
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<td>Handout(s):</td>
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| Procedure:     | • Complete Daily Sign-In Sheet (If Applicable)  
                  • Class Discussion and Coverage of “How To Drive” Chapter 3: “Understanding Vehicle Space Needs, Natural Laws, and Balance”  
                  • Watch Video: “Starting, Steering, and Stopping” |
<p>| Assignment(s): | Come Prepared to Discuss and Test on “How To Drive” Chapter 4 |
| Other:         |  |</p>
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<tr>
<td><strong>Handout(s):</strong></td>
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</table>
| **Procedure:**      | • Complete Daily Sign-In Sheet (If Applicable)  
|                     | • Class Discussion and Coverage of “How To Drive” Chapter 4: “Starting, Stopping, and Steering the Vehicle”  
|                     | • End-of-Chapter Quiz – Textbook Chapters 3 and 4  
<p>|                     | • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 3 and 4 |
| <strong>Assignment(s):</strong>  | Come Prepared to Discuss and Test on “How To Drive” Chapter 5 |
| <strong>Other:</strong>          |  |</p>
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<tr>
<td>Course Hour:</td>
<td>9 of 22</td>
</tr>
<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Signs, Signals, and Road Markings” (Covers Chapter 5 in Textbook) – 8:00 minutes</td>
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<td>Handout(s):</td>
<td>“Signs and Pavement Markings, “Sign Colors”, and Other Signs worksheets (Workbook page 15-17)</td>
</tr>
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</table>
| Procedure:      | • Complete Daily Sign-In Sheet (If Applicable)  
|                 | • Complete “Signs and Pavement Markings, “Sign Colors”, and Other Signs worksheets (Workbook page 15-17)  
|                 | • Class Discussion and Coverage of “How To Drive” Chapter 5: “Traffic Control Devices”  
|                 | • Class Discussion and Coverage of “THE TRANSPORTATION SYSTEM” (Workbook page 13)  
|                 | • Watch Video: “Signs, Signals, and Road Markings”  
|                 | • End-of-Chapter Quiz – Textbook Chapter 5  
<p>|                 | • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 5 |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 6 |
| Other:          |  |</p>
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<tr>
<td>Course Hour:</td>
<td>10 of 22</td>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Traffic Laws” (Covers Chapter 6 in Textbook) – 9:39 minutes</td>
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<tr>
<td>Handout(s):</td>
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</table>
| Procedure:       | • Complete Daily Sign-In Sheet (If Applicable)  
|                  | • Class Discussion and Coverage of “How To Drive” Chapter 6: “Traffic Laws”  
|                  | • Watch Video: “Traffic Laws”  
|                  | • End-of-Chapter Quiz – Textbook Chapter 6  
<p>|                  | • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 6 |
| Assignment(s):   | Come Prepared to Discuss and Test on “How To Drive” Chapter 7 |
| Other:           |  |</p>
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<tr>
<td>Date and Time:</td>
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<tr>
<td>Course Hour:</td>
<td>11 of 22</td>
</tr>
<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Vision &amp; Perception” (Covers Chapter 7 in Textbook) – 13:36 minutes</td>
</tr>
<tr>
<td>Handout(s):</td>
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</tr>
</tbody>
</table>
| Procedure:      | • Complete Daily Sign-In Sheet (If Applicable)  
|                  | • Class Discussion and Coverage of “How To Drive” Chapter 7: “Managing Risk: Vision and Perception”  
|                  | • Watch Video: “Vision & Perception”  
|                  | • End-of-Chapter Quiz – Textbook Chapter 7  
<p>|                  | • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 7 |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 8 |
| Other:          |  |</p>
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<td>Course Hour:</td>
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<tr>
<td>Video(s):</td>
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<tr>
<td>Handout(s):</td>
</tr>
</tbody>
</table>
| Procedure: | • Complete Daily Sign-In Sheet (If Applicable)  
• Class Discussion and Coverage of “How To Drive” Chapter 8: “Managing Risk: Time and Space”  
• Review “SIPDE – Defensive Driving System” (Workbook pages 9 & 10)  
• Watch Video: “Space Management”  
• End-of-Chapter Quiz – Textbook Chapter 8  
• End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 8 |
<p>| Assignment(s): | Come Prepared to Discuss and Test on “How To Drive” Chapter 9 |
| Other: |</p>
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<td>Course Hour:</td>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Basic Vehicle Maneuvers” (Covers Chapter 9 in Textbook) – 11:41 minutes</td>
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<td>Handout(s):</td>
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| Procedure:     | • Complete Daily Sign-In Sheet (If Applicable)  
|                 | • Class Discussion and Coverage of “How To Drive” Chapter 9: “Basic Maneuvers in a Low-Risk Environment”  
|                 | • Watch Video: “Basic Vehicle Maneuvers”  
|                 | • End-of-Chapter Quiz – Textbook Chapter 9  
|                 | • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 9  
<p>|                 | • Brief Explanation of Chapter 10 “Manual-Shift Vehicles” |
| Assignment(s): | Come Prepared to Discuss and Test on “How To Drive” Chapter 11 |
| Other:         |  |</p>
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<td>Course Hour: 14 of 22</td>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Sharing the Roadway” (Covers Chapter 11 in Textbook) – 17:46 minutes</td>
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<td>• Class Discussion and Coverage of “How To Drive” Chapter 11: “Sharing the Road with Other Users”</td>
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<tr>
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<td>• Watch Video: “Sharing the Roadway”</td>
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<td>• End-of-Chapter Quiz – Textbook Chapter 11</td>
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<td>• End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 11</td>
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<td>Assignment(s):</td>
<td>Come Prepared to Discuss and Test on “How To Drive” Chapter 12</td>
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<td>Course Hour:</td>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Alcohol and Driving” (Covers Chapter 12 in Textbook) – 11:33 minutes</td>
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<td>Handout(s):</td>
<td>“Reconstruction of a Crash” (Workbook page 6)</td>
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| Procedure:      | Complete Daily Sign-In Sheet (If Applicable)  
|                 | Class Discussion and Coverage of “How To Drive” Chapter 12: “The Effects of Alcohol and Other Drugs on Driving”  
|                 | Class Discussion and Coverage of “Reconstruction of a Crash” (Workbook page 6)  
|                 | Watch Video: “Alcohol and Driving”  
|                 | End-of-Chapter Quiz – Textbook Chapter 12  
<p>|                 | End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 12 |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 13 |
| Other:          |  |</p>
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<tr>
<td>Video(s):</td>
<td>“How To Drive” DVD: “Distractions, Drowsiness, and Emotions” (Covers Chapter 13 in Textbook) – 14:37 minutes</td>
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<td>Handout(s):</td>
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| Procedure:      | • Complete Daily Sign-In Sheet (If Applicable)  
|                  | • Class Discussion and Coverage of “How To Drive” Chapter 13: “The Effects of Distractions, Drowsiness, and Emotions on Driving”  
|                  | • Watch Video: “Distractions, Drowsiness, and Emotions”  
<p>|                  | • Class Discussion and Coverage of DROWSY DRIVING QUIZ (Workbook page 20) |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 14 |
| Other:          |  |</p>
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<td>Date and Time:</td>
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<tr>
<td>Course Hour:</td>
<td>17 of 22</td>
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| Video(s):       | “Driven to Distraction” DVD – 20:00 minutes  
                  “How To Drive” DVD: “The Last Text Documentary” – 10:44 minutes |
| Handout(s):     |  |
| Procedure:      | • Watch Video: “Driven to Distraction”  
                  • Watch Video: “The Last Text Documentary”  
                  • End-of-Chapter Quiz – Textbook Chapter 13  
                  • End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 13 |
| Assignment(s):  | Come Prepared to Discuss and Test on “How To Drive” Chapter 14 |
| Other:          |  |
## Instructor Name:

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<thead>
<tr>
<th>Video(s):</th>
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<tbody>
<tr>
<td>&quot;How To Drive&quot; DVD: “Adverse Conditions and Emergencies” (Covers Chapter 14 in Textbook) – 19:00 minutes</td>
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<tr>
<th>Handout(s):</th>
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<tr>
<td>“What To Do If Caught in a Winter Storm” and “Blizzard Survival Kit” (Workbook page 5)</td>
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<th>Procedure:</th>
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<tr>
<td>• Complete Daily Sign-In Sheet (If Applicable)</td>
</tr>
<tr>
<td>• Class Discussion and Coverage of “How To Drive” Chapter 14: “Adverse Driving Conditions and Emergencies”</td>
</tr>
<tr>
<td>• Watch Video: “Adverse Conditions and Emergencies”</td>
</tr>
<tr>
<td>• End-of-Chapter Quiz – Textbook Chapter 14</td>
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<tr>
<td>• End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 14</td>
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<th>Assignment(s):</th>
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<tbody>
<tr>
<td>Come Prepared to Discuss and Test on “How To Drive” Chapters 15 and 17</td>
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<td>School Name:</td>
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<td>Date and Time:</td>
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<td>Course Hour:</td>
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<tr>
<td>Video(s):</td>
</tr>
<tr>
<td>Handout(s):</td>
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</table>
| **Procedure:** | - Complete Daily Sign-In Sheet (If Applicable)  
- Class Discussion and Coverage of “How To Drive” Chapter 15  
  “Purchasing and Insuring a Vehicle” and Chapter 17 “Travel Planning,  
  Loading, Towing, and Driving Special Vehicles”  
- End-of-Chapter Quiz – Chapters 15 and 17  
- End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapters 15 and 17 |
<p>| Assignment(s): | Come Prepared to Discuss and Test on “How To Drive” Chapter 16 |
| Other: | |</p>
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<td>Date and Time:</td>
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<td>Course Hour:</td>
<td>20 of 22</td>
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| Video(s):       | “How To Drive” DVD: “Trouble-Free Driving” (Covers Chapter 16 in Textbook) – 5:06 minutes  
How To Drive” DVD: “Summary and Key Points” (Reviews 10 Key Points Throughout Entire DVD Series) – 16:42 minutes |
| Handout(s):     |  |
| Procedure:      | • Complete Daily Sign-In Sheet (If Applicable)  
• Class Discussion and Coverage of “How To Drive” Chapter 16: “Consumer’s Guide to Economical and Trouble-Free Driving  
• Watch Video: “Trouble-Free Driving”  
• Watch Video: “Summary and Key Points”  
• End-of-Chapter Quiz – Textbook Chapter 16  
• End-of-Chapter Test – “Driver Education Quiz Booklet”, Chapter 16 |
| Assignment(s):  | Come Prepared to Review All Class Materials and Take Comprehensive Final Exam |
| Other:          |  |
### Instructor Name:  

### School Name:  

### Date and Time:  

### Course Hour: 21 of 22  

### Video(s):  

### Handout(s):  

### Procedure:  
- Complete Daily Sign-In Sheet (If Applicable)  
- Review of All Class Materials  
- Take 50-Point Final Exam  
- Complete End of Course Evaluation  
  - Review Range and Simulation in Kearney (if Off-Site Class)  
    - 10:00 a.m. to 6:30 p.m. in Kearney  
    - Travel Arrangements  
      - Bus will leave from school at ____:____ and return approximately ____:____.  
      - Lunch break will be from 1:00 p.m. to 1:30 p.m.  
    - 4 Hours of Range, 4 Hours of Simulation, 30-minute meal break  
      - Students will need to bring their own lunch  
    - Discuss Again “RULES AND REGULATIONS” (Workbook page 2)  

### Assignment(s):  
Please Drive Safely!  

### Other:  

Instructor Name: 

School Name: 

Date and Time: 

Course Hour: 22 of 22 – This Hour’s instruction may fit anywhere within the course, as scheduling allows

Video(s): 

Handout(s): “Operation Lifesaver Worksheet” (Workbook page 14)

Procedure: 
- Complete Daily Sign-In Sheet (If Applicable)
- “Operation Lifesaver” presentation
- Class Discussion and Coverage of “Operation Lifesaver Worksheet”, in conjunction with “Operation Lifesaver” presentation (Workbook page 14)

Assignment(s): 

Other: 
# MOTORCYCLE COURSE OUTLINE

## BASIC RIDER COURSE

### Classroom

**Day 1**

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Topics</th>
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<tbody>
<tr>
<td>Unit I</td>
<td>10 mins</td>
<td>Course Introduction - Welcome, Registration, Course objectives, Range Rules</td>
</tr>
<tr>
<td>Unit II</td>
<td>45 mins</td>
<td>Intro to Motorcycling - Types of Motorcycles, Margin of Safety, Differences between bikes and other forms of transportation</td>
</tr>
<tr>
<td>Unit III</td>
<td>75 mins</td>
<td>Preparing to Ride - Equipment, Controls</td>
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**Day 2**

<table>
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<th>Duration</th>
<th>Topics</th>
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<tbody>
<tr>
<td>Unit IV</td>
<td>90 mins</td>
<td>Street Strategies - Visibility, RiderRadar, Interactive Scenarios, Braking, Swerving, Surfaces, Cargo, Drugs &amp; Alcohol</td>
</tr>
<tr>
<td>Unit V</td>
<td>30 mins</td>
<td>Wrap-up - Knowledge Test, Completion Cards, Licensing, Evaluations</td>
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## Range Exercises

**Day 1 - Level 1**

<table>
<thead>
<tr>
<th>Exercise</th>
<th>Duration</th>
<th>Activity</th>
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<tbody>
<tr>
<td>Ex.1</td>
<td>30 mins</td>
<td>Motorcycle Familiarization</td>
</tr>
<tr>
<td>Ex. 2</td>
<td>25 mins</td>
<td>Using the Friction Zone</td>
</tr>
<tr>
<td>Ex. 3</td>
<td>25 mins</td>
<td>Starting &amp; Stopping</td>
</tr>
<tr>
<td>Ex. 4</td>
<td>30 mins</td>
<td>Shifting &amp; Stopping</td>
</tr>
<tr>
<td>Ex. 5</td>
<td>30 mins</td>
<td>Adjusting Speed &amp; Turning</td>
</tr>
<tr>
<td>Ex. 6</td>
<td>20 mins</td>
<td>Controls- Skills Practice</td>
</tr>
<tr>
<td>Ex. 7</td>
<td>30 mins</td>
<td>Cornering</td>
</tr>
<tr>
<td>Ex. 8</td>
<td>15 mins</td>
<td>Matching Gears to Speed</td>
</tr>
</tbody>
</table>
Ex. 9 30 mins Stopping Quickly

**Day 2 - Level 2**

Ex. 10 25 mins. Limited-Space Maneuvers

Ex. 11 25 mins. Pressing to Initiate Lean

Ex. 12 30 mins Cornering Judgment

Ex. 13 30 mins Negotiating Curves

Ex. 14 20 mins Stopping Quickly in a Curve

Ex. 15 20 mins Obstacles & Lane Changes

Ex. 16 30 mins Avoiding Hazards

Ex. 17 20 mins Skills Practice

Skill Tests

Evaluations 1 & 2 15 mins U-Turns & Swerve

Evaluation 3 10 mins Quick Stop

Evaluation 4 10 mins Cornering

**EXPERIENCED RIDER COURSE**

**Classroom Card 1**, Intro, T-CLOCS (Pre-Ride Check), Range Rules (20 mins)

**Ex. 1** Control at Low Speed (20 mins)

**Ex. 2** Control-Skills Practice (20 mins)

**Ex. 3** Stopping Quickly (25 mins)

**Classroom Card 2**, The 4 Preps (10 mins)
Classroom Card 3, Ladder of Risk (10 mins)

Classroom Card 4, Total Stopping Distance (10 mins)

Ex. 4  Limited-Space Maneuvers (25 mins)

Ex. 5  Cornering Judgment (25 mins)

Classroom Card 5, SEE (10 mins)

Classroom Card 6, RiderRadar (10 mins)

Classroom Card 7, Car/Motorcycle Crashes (10 mins)

Ex. 6  Cornering Finesse (25 mins)

Ex. 7  Stopping Quickly in a Curve (15 mins)

Classroom Card 8, Motorcycle Only Crashes (10 mins)

Classroom Card 9, Traction Patches (10 mins)

Ex. 8  Hazard Avoidance: Swerving & Stopping Quickly (25 mins)

Ex. 9  Multiple Curves (25 mins)

Classroom Card 10, Alcohol/Drug Effects & Fatal Vision Activity (15 mins)

Classroom Card 11, Safety Oval (10 mins)

Knowledge Test (25 mins)

Skill Test (25 mins)
PUPEL TRANSPORTATION COURSE OUTLINE

Level 1 Course Outline

Hour 1 – Introduction
- To recognize the responsibility of being a school bus driver.
- To understand the definition of “liability” as a school bus driver.
- To understand the term “fault”.
- To understand the necessary four conditions to determine fault.
- To understand foreseeability.
- To understand willful or wanton acts.
- To know the qualifications to be a bus driver.

Hour 2 – You are a Bus Driver
- To know that a bus driver’s personal problems can influence bus driver performance.
- To know that omitting driver responsibilities may contribute to bus driving problems.
- To know that driver personality influences student passenger behavior.
- To recognize safe bus driving practices and routines.

Hour 3 – Pre Trip Inspection
- To provide a mechanically safe, complete transport of schoolchildren.
- To know bus engine checkpoints for minimum safety.
- To know bus interior review checkpoints.
- To know bus exterior review checkpoints.
- To know on the road bus checkpoints.
- The Nebraska Department of Education requires frequent vehicle inspections. These inspections are conducted on all pupil transportation vehicles.

Hour 4 – Operating the Bus
- To understand fundamental school bus preparation of qualifications and licensing.
- To know the purpose of proper mirror adjustment.
- To know the function of mirror placement.
- To know the dangers of “blind spots”.
- How mirrors should be adjusted, aimed, and cleaned to your visibility is unobstructed.
- Danger Zone is the area on all sides of the school bus where children are in the most danger of being hit by a passing vehicle or the school bus itself.

Hour 5 – Loading and Unloading
- To understand the threats to student welfare in school bus loading and unloading.
- To understand the conditions for needed driver perception skills.
- To know the approaching and departing procedures in student loading areas.
• To recognize crucial points of student behavior cooperation.
• To transport school students safely through the effective use of child safety restraint seats.

**Hour 6 – Small Vehicles**

• To learn the formula for safe driving
• To identify driving situations
• To have an understanding of driving in poor weather conditions
• To have an understanding of emergency driving situations.
• To be familiar with the facts about vans.

**Hour 7 – Railroad Crossings, other drivers on the road**

• To understand the safety concerns of train engineers.
• To understand the physical force of a train.
• To understand the proper way to evacuate a bus when stalled on the railroad tracks.
• To consider typical bus driver railroad crossing errors.
• To understand the characteristics of drivers controlled by “road rage”.
• To understand the internalized physical effects of road rage.
• To understand the effects of changing driver beliefs.
• To understand effective strategies for eliminating road rage.
• To understand why drivers have to drive with excessive mannerisms.
• To understand how to avoid being a victim of road rage.

**Hour 8 – School Bus Evacuation**

• To know how to use various approaches to school bus evacuations.
• To clearly state, as a driver, which evacuation method should be used.
• To practice safe student evacuation exercises.

**Hour 9 – First Aid**

• To know that human body fluids may be harmful to unprotected caregivers.
• To know how to protect oneself from contaminating body fluids from other humans.
• To know that certain forms of body fluids have a long surface life. To know general First Aid preventive measures.
• To have clear knowledge/understanding of school district policies as they apply to school bus driver involvement in treating injured passengers.
• To have knowledge of the Heimlich Method

**Hour 10 - Final Test**

**Hour 11 - School Bus Watch**

• To make individuals aware of the potential terrorist damages
• To educate school bus professionals on how to identify, evaluate, and report unusual activity.
• To inform school bus drivers and support staff of security issues to the school bus community.

Level 2 Outline

Hour 1 – Pre-Test and School Bus Watch
• To make individuals aware of the potential terrorist damages
• To educate school bus professionals on how to identify, evaluate, and report unusual activity.
• To inform school bus drivers and support staff of security issues to the school bus community.

Hour 2 – Review
• Operating Regulations
• Inspection Process
• Safe Pupil Transportation
• Strategies for Safe Driving
• Emergency Driving Situations
• Emergency Evacuations and Equipment
• Basic First Aid Procedures

Hour 3 - Post Test

Activity Van Course Outline

Hour 1 – Driving Skills
• Driver comprehension of relationships between mental readiness and detrimental outside influences.
• Search and Scan - Alcohol/Drugs, Fatigue, Distractions, Health Issues - SIPDE Process
• Driving Environment - People- weather conditions Roads and Road surfaces
• Other roadway users, roadway - Video – “Railroads”

Hour 2 - To make students knowledgeable of the Cumulative risks of van driving
• Risk Evaluation - Van Driver Fact Sheet - Handout: “Risk Assessment”
• Van Driver Liability - “Who’s Liable” video
• Perceptive Driving - Handout – Perceptive Driving

Hour 3 - To be able to recognize instability of fifteen passenger vans and related issues.
• Van Rollovers - Video – “Van Rollovers” 30 min.
• Seat Belt Rules - Vans vs. Autos, Suburbans vs. Autos - Nebraska Drivers Manual – Section 2-B
• Special Issues about Van Speed, cornering, quick turns, special speed limits, following distances, braking distance.
• Final Exam
# Mining Course Outlines

## New Miner Training

<table>
<thead>
<tr>
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<th>1 – 1.5 hr (60 – 90 min)</th>
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<td>4</td>
<td>Hazard Communication</td>
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<td></td>
<td>Physical &amp; Health Hazards</td>
<td>Formal Classroom Instruction with visual aids, Class Discussion, &amp; DVD’s</td>
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<td>Labeling Requirements/Changes SDS’s</td>
<td>Powerpoint, participant worksheets, Safety Data Sheets</td>
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<td>Written exam at end of class</td>
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<td>Firefighting</td>
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<td>Firefighting Procedures</td>
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<td>Fire Warning Signals</td>
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<td>Explosives</td>
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<td>Powerpoint, participant worksheets, DVD’s</td>
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<td>Safe Work Procedures</td>
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<td>Tasks: Mandatory Health &amp; Safety Standards</td>
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<td>Health &amp; Safety Aspect of Tasks</td>
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<td>Powerpoint, participant worksheets, DVD’s</td>
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<td>Written exam at end of class</td>
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<td>6</td>
<td>First Aid/CPR/AED (Awareness Level Only)</td>
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<td>CPR/AED</td>
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<td>Standard First Aid</td>
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<td>Heat &amp; Cold Related Emergencies</td>
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<td>Emergency Medical Procedures</td>
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<td>Powerpoint, participant worksheets, manikins, first aid supplies</td>
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<td>Written exam at end of class</td>
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<td>Evaluation Process</td>
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<td>Written Exam</td>
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<td>Individual Exam</td>
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<td>Written Exam</td>
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<td>multiple choice, true/false, and fill in the blank questions</td>
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16 hrs MINIMUM

All Sections will be taught by a NE Safety Center Qualified Instructor

If this training plan deviates from your site specific training plan, your site is responsible to ensure that the remainder of the material on your training plan is covered. Changes of course material to fit a site specific plan must be discussed with the instructor prior to the date class.

## Annual Refresher Training
<table>
<thead>
<tr>
<th>Section</th>
<th>Est. Time</th>
<th>Subjects</th>
<th>Delivery Method</th>
<th>Materials Used</th>
<th>Evaluation Method</th>
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<tbody>
<tr>
<td>1</td>
<td>.17 – .25 hr (10 – 15 min)</td>
<td>Changes at the Mine&lt;br&gt;Mine specific changes to be covered by the operator or mine employees</td>
<td>Classroom discussion led by mine operator and employees</td>
<td>None</td>
<td>None</td>
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<tr>
<td>2</td>
<td>2 – 2.5 hrs (120 – 150 min)</td>
<td>MSHA Updates &amp; Rules to Live By&lt;br&gt;Miners Rights&lt;br&gt;New &amp; Revised Standards&lt;br&gt;Violations &amp; Accidents&lt;br&gt;Fatalities Updates&lt;br&gt;Product Safety Recalls</td>
<td>Formal Classroom Instruction with visual aids, Class Discussion</td>
<td>Powerpoint, Miner’s Rights handbooks,</td>
<td>Written Exam at end of class</td>
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<tr>
<td>3</td>
<td>3 – 4.5 hrs (180 – 270 min)</td>
<td>Hazard Recognition&lt;br&gt;Electrical Safety Awareness&lt;br&gt;Isolation of Energy&lt;br&gt;Machine/Conveyor Safety (Guarding)&lt;br&gt;Equipment/Vehicle Operation Safety&lt;br&gt;Hazardous Materials Information (GHS)&lt;br&gt;Working at Heights&lt;br&gt;Ground Conditions/High Wall Safety&lt;br&gt;Confined Spaces&lt;br&gt;Fire Safety&lt;br&gt;Rigging</td>
<td>Powerpoint, participant worksheets, Lockout Tagout Board and equipment, Fall Protection Equipment, Rigging Equipment, Electrical Equipment Fire Extinguisher Trainer, Guarding Equipment</td>
<td>Written exam at end of class</td>
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<tr>
<td>4</td>
<td>1 – 2 hrs (60 – 120 min)</td>
<td>Health Aspects of the Job&lt;br&gt;Emergency Action Plans&lt;br&gt;Incident Reporting&lt;br&gt;CPR/AED&lt;br&gt;First Aid</td>
<td>Formal Classroom Instruction with visual aids, Class Discussion, Hand on First Aid activities and CPR practice</td>
<td>Powerpoint, participant worksheets, manikins, first aid supplies,</td>
<td>Written exam at end of class</td>
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<tr>
<td>5</td>
<td>5 – 1 hr (30 – 60 min)</td>
<td>General Mine Site Procedures&lt;br&gt;Workplace Examinations&lt;br&gt;Site Security&lt;br&gt;PPE Requirements&lt;br&gt;Working Around Water</td>
<td>Formal Classroom Instruction with visual aids, Class Discussion</td>
<td>Powerpoint, participant worksheets, Dredge Posters, Site Mock-up boards</td>
<td>Written exam at end of class</td>
</tr>
<tr>
<td>6</td>
<td>.25 – .5 hr (15 – 30 min)</td>
<td>Evaluation Process&lt;br&gt;Written Exam</td>
<td>Individual Exam</td>
<td>Written Exam</td>
<td>multiple choice, true/false, and fill in the blank questions</td>
</tr>
</tbody>
</table>

8 hrs MINIMUM

All Sections will be taught by a NE Safety Center Qualified Instructor

If this training plan deviates from your site specific training plan, your site is responsible to ensure that the remainder of the material on your training plan is covered. Changes of course material to fit a site specific plan must be discussed with the instructor prior to the date of the class.
Driver Training Course Descriptions
Nebraska Safety Center
March 2018

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Defensive Driving (DD) ....................................................................................................................................50
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Driver Training Bootcamp

This two-day interactive training includes Passenger Assistance Safety and Sensitivity (PASS) and Defensive Driving (DD) training. Participants have the option of taking one or both days. Typically, day one is PASS and day two is Defensive Driving. In addition to the regular eight-hour material, Bootcamps feature guest speakers, hands-on activities, door-to-door simulations, driving simulations, interactive fire-extinguisher demonstrations, and other engaging activities. Attendees are provided with breakfast and lunch during each eight-hour class period.

Passenger Assistance Safety and Sensitivity (PASS)

This eight-hour course guides driver-passenger interaction, including hands-on activities with wheelchair securement and lift operation.

Classroom topics include:

- 9AM-10AM Mobility Equipment
- 10AM-10:30AM Nebraska Department of Transportation
- 10:45AM-11:15AM Americans with Disabilities Act (ADA)
- 11:15-12PM Mobility Management
- 1PM-2PM Emergency Preparedness
- 2PM-2:30PM Disability Awareness
- 3PM-3:45PM First Aid Basics and Safety Culture
3:45PM-4:30PM Simulations

**Defensive Driving (DD)**

The eight-hour course that includes several topics pertaining to transportation drivers and providers, with an emphasis on safe driving techniques.

Classroom topics include:

- 9AM-10AM Rules of the Road & Distractions
- 10AM-11AM Safe Vehicle Operations
- 11AM-12PM Occupant Restraints (Child Passenger Safety)
- 1PM-2PM Railroad and Train Safety
- 2PM-2:30PM Risk Management
- 2:45PM-3:15PM SIPDE Defensive Driving
- 3:15PM-3:45PM Vehicle Dynamics
- 3:45PM-4:30PM Excellence and Professionalism

**Heartsaver First Aid, CPR, AED**

American Heart Association’s Heartsaver courses are designed to prepare students to provide first aid, CPR, and use and AED in a safe, timely, and effective manner. Heartsaver Instructor-led training is conducted in a classroom setting and features group interaction and hands-on coaching and feedback from an AHA Instructor.

This class will teach you First aid basics (including scene safety, finding the problem, calling for help and more), Medical emergencies (including actions for choking, breathing problems, shock and more), Injury emergencies (including actions for bleeding, broken bones, burns and more), and Environmental emergencies (including actions for bites and stings, and temperature-related and poison emergencies. There will be skills practice and testing with the Instructor during the course.

Students will learn how to recognize different life-threatening emergencies; provide cardiopulmonary resuscitation (CPR); use an automated external defibrillator (AED); and relieve choking in a safe, timely, and effective manner.

Classroom topics include:

- 8AM-9AM
  - Duties, Roles, and Responsibilities of First Aid Rescuers
  - Universal Precautions and Exposure to Blood
  - Removing Protective Gloves
  - Finding the Problem
- 9AM-9:30AM
o Breathing Problems
o Choking
o Allergic Reactions
o Using an Epinephrine Pen
o Heart Attack, Fainting, Diabetes and Low Blood Sugar, Stroke, and Seizure

• 9:30AM-10AM
  o External Bleeding
  o Controlling Bleeding and Bandaging
  o Wounds
  o Internal Bleeding
  o Head, Neck, and Spine Injuries
  o Broken Bones and Sprains
  o Burns and Electrical Injuries

• 10AM-10:30AM
  o Bites and Stings
  o Heat-Related Emergencies
  o Cold-Related Emergencies
  o Poison Emergencies

• 10:45AM-11:45AM
  o Adult CPR
    ▪ Scene Safety and Assessment
    ▪ Chest Compressions
    ▪ Giving Breaths (Mouth-to-Mouth)
    ▪ Giving Breaths (With a Mask)

• 11:45AM-12PM
  o Adult AED
  o Adult Putting It All Together

• 12PM-12:30PM
  o Child CPR
    ▪ Scene Safety and Assessment
    ▪ Chest Compressions
    ▪ Giving Breaths (Mouth-to-Mouth)
    ▪ Giving Breaths (With a Mask)
    ▪ Use and AED
    ▪ Putting It All Together

• 12:30PM-12:35PM
  o Child Choking

• 12:35PM-1PM
  o Infant CPR
    ▪ Scene Safety and Assessment
• Chest Compressions
• Giving Breaths (Mouth-to-Mouth)
• Giving Breaths (With a Mask)
• Use and AED
• Putting It All Together

• 1PM-1:15PM
  • Infant Choking

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**Heartsaver CPR AED**

This class is for anyone with limited or no medical training who needs training in CPR and AED. Students will learn how to provide cardiopulmonary resuscitation (CPR); use an automated external defibrillator (AED); and relieve choking in a safe, timely, and effective manner.

Classroom topics include:

• 8AM-9AM
  • Adult CPR
    • Scene Safety and Assessment
    • Chest Compressions
    • Giving Breaths (Mouth-to-Mouth)
    • Giving Breaths (With a Mask)

• 9AM-9:15AM
  • Adult AED
  • Adult Putting It All Together

• 9:15AM-9:45AM
  • Child CPR
    • Scene Safety and Assessment
    • Chest Compressions
    • Giving Breaths (Mouth-to-Mouth)
    • Giving Breaths (With a Mask)
    • Use and AED
    • Putting It All Together

• 9:45AM-9:50AM
  • Child Choking

• 9:50AM-10:20AM
  • Infant CPR
    • Scene Safety and Assessment
    • Chest Compressions
    • Giving Breaths (Mouth-to-Mouth)
Appendix A-53
NSC APR
Spring 2011

- Giving Breaths (With a Mask)
- Use and AED
- Putting It All Together

- 10:20AM-10:35AM
  - Infant Choking

Heartsaver First Aid

This class will teach you First aid basics (including scene safety, finding the problem, calling for help and more), Medical emergencies (including actions for choking, breathing problems, shock and more), Injury emergencies (including actions for bleeding, broken bones, burns and more), and Environmental emergencies (including actions for bites and stings, and temperature-related and poison emergencies. There will be skills practice and testing with the Instructor during the course.

Classroom topics include:

- 8AM-9AM
  - Duties, Roles, and Responsibilities of First Aid Rescuers
  - Universal Precautions and Exposure to Blood
  - Removing Protective Gloves
  - Finding the Problem

- 9AM-9:30AM
  - Breathing Problems
  - Choking
  - Allergic Reactions
  - Using an Epinephrine Pen
  - Heart Attack, Fainting, Diabetes and Low Blood Sugar, Stroke, and Seizure

- 9:30AM-10AM
  - External Bleeding
  - Controlling Bleeding and Bandaging
  - Wounds
  - Internal Bleeding
  - Head, Neck, and Spine Injuries
  - Broken Bones and Sprains
  - Burns and Electrical Injuries

- 10AM-10:30AM
  - Bites and Stings
  - Heat-Related Emergencies
  - Cold-Related Emergencies
  - Poison Emergencies
PASS Core Refresher
This core refresher course meets the two-hour professional development requirement and reviews topics introduced in the eight-hour PASS training.

Classroom topics include:
- 8:30AM-8:45AM Driver Responsibilities
- 8:45AM-9AM ADA Regulations
- 9AM-9:15AM Disability Awareness
- 9:15AM-9:30AM Mobility Devices and Lift Operation
- 9:45AM-9:50AM Transporting the Aging Passenger
- 9:50AM-10:05AM Sexual Harassment
- 10:05AM-10:15AM Accidents and Emergencies
- 10:15AM-10:30AM Evacuations

Defensive Driving Core Refresher
This core refresher course meets the two-hour professional development requirement and reviews topics introduced in the eight-hour Defensive Driving training.

Classroom topics include:
- 8:30AM-8:45AM Excellence & Professionalism
- 8:45AM-9:10AM The Three D’s: Drunk, Distracted, Drowsy
- 9:10AM-9:20AM Aggressive Driving and Road Rage
- 9:20AM-9:40AM SIPDE Defensive Driving System
- 9:50AM-10AM Signs, Signals, and Markings
- 10AM-10:15AM Laws and Regulations
- 10:15AM-10:30AM Train Safety

Advanced Wheelchair Securement
This continuing education course meets the annual two-hour professional development requirement. Attendees learn and practice mobility device securement.

Classroom topics include:
- 8:30AM-9:30AM Wheelchair and mobility device securement.
- 9:30AM-10AM A demonstration of proper securement techniques.
- 10AM-10:30AM Hands on opportunity to secure wheelchairs and other mobility devices.
Distracted Driving
This continuing education course meets the annual two-hour professional development requirement. Attendees learn how to recognize and mitigate distracted driving.
Classroom topics include:
• 8:30AM-8:45AM Common distracted driving behaviors
• 8:45AM-9:15AM The types of distracted driving
• 9:15AM-9:45AM Cell phone use while driving
• 9:45AM-10AM Hands-free devices
• 10AM-10:30AM Preventing distracted driving

Dealing with Difficult Passengers
This continuing education course meets the annual two-hour professional development requirement. Attendees learn techniques to improve driver and passenger safety when dealing with difficult passengers.
Classroom topics include:
• 8:30AM-8:45AM Responsibilities of the agency, driver, and passenger
• 8:45AM-9AM Communication
• 9AM-9:30AM Managing difficult situations
• 9:30AM-9:45AM Managing emotions
• 9:45AM-10:15AM Approaching the agitated passenger
• 10:15AM-10:30AM Review of disability awareness
Emergency and Evacuation Procedures

This continuing education course meets the annual two-hour professional development requirement. Attendees learn proper procedures for emergency and evacuation situations.

Classroom topics include:

- 8:30AM-8:45AM Vehicle and personal preparation
- 8:45AM-9AM Hazards and Threats
- 9AM-9:15AM Managing a crisis
- 9:15AM-9:30AM When to evacuate
- 9:30AM-9:45AM Assisting the passengers
- 9:45AM-10AM Situations which may require evacuation
- 10AM-10:15AM Deciding the best way to evacuate
- 10:15AM-10:30AM Identifying the escape routes in the vehicle