

**STATE BOARD OF COMMUNITY COLLEGES**  
**Allocation for the North Carolina Motorcycle Safety Education Program**  
**Fiscal Year 2016-2017**

**Request:** The Board is asked to approve an allocation not to exceed \$542,742 to Lenoir Community College to provide administrative support for the North Carolina Motorcycle Safety Education Program (NCMSEP).

**Background:** The NCMSEP was created by the NC General Assembly in 1989 to establish and fund a program of motorcycle safety instruction to be delivered through the North Carolina Community College System. Students who graduate from the program may receive a discounted insurance rate.

Lenoir Community College has been the host college since 1998 and operates the program in conjunction with the Governor's Highway Safety Program in accordance to G.S. 115D-72. The program began with 17 community college sites; to date, there are 36 community college sites and 3 mobile units. The program is offered through Continuing Education as a community service course offering; as such, students pay a self-support registration fee. The NCMSEP offers six courses: Basic RiderCourse (BRC), Experienced RiderCourse (ERC), Advanced RiderCourse (ARC), 3-Wheel Basic RiderCourse (3WBRC), Returning Rider Basic RiderCourse (RRBRC) and RiderCoach Training (Transitional – T-RCP). The curricula were developed by the Motorcycle Safety Foundation (MSF). Course description and eligibility requirements can be found at [www.ncmotorcyclesafety.org](http://www.ncmotorcyclesafety.org).

**Rationale for Allocation:** As the host college for NCMSEP, Lenoir CC provides the following services: 1) program staffing, administrative support, programming support, recruitment and training of qualified instructors; 2) equipment necessary to support the training and driving range facilities; 3) support to local community colleges approved to offer the program; 4) monitor and evaluate the instructors and the driving ranges of other training providers in North Carolina; and 5) submit an annual report as a condition of continued funding (see Attachment 4A).

**Allocation Amount and Time Period:** The allocation is not to exceed \$542,742 for the FY July 1, 2016, to June 30, 2017.

**Fund Source and Availability:** The NCMSEP is funded by a three-dollar tax imposed on each private motorcycle registered in the state pursuant to G.S. 115D-72 and 20-87(6). The NCMSEP may also receive funding as described in G.S. 20-79.7, "Fees for special registration plates and distribution of fees." There is no general fund appropriation involved.

**Contact Person:**

Margaret Robertson

Associate Vice President, Workforce Development – Continuing Education



## North Carolina Motorcycle Safety Education Program 2015 Annual Report

The North Carolina Motorcycle Safety Education Program continues to have an excellent reputation and relationship with the Motorcycle Safety Foundation, (MSF), The National Association of State Motorcycle Safety Administrators, State Motorcycle Dealers, the Governor’s Highway Safety Program and various other agencies across the state and nation.

### PROGRAM OVERVIEW

North Carolina Motorcycle Safety Program staff works diligently to facilitate the training of motorcyclists and potential motorcycle riders throughout the state. We strive to provide this training in the safest environment possible to save lives, prevent injury and property damage. We work to promote safe riding habits and do our best to model good motorcycling skills and to ensure that our RiderCoaches are the best teachers that they can be. Courses offered include:

Course	Hours	Description
Basic RiderCourse (BRC)	22	The Basic RiderCourse (BRC) is designed for new riders who have never ridden a motorcycle, and for re-entry riders who have not ridden in a long time
Experience RiderCourse (ERC)	8	The Experienced RiderCourse (ERC) is designed for students who have been riding for at least 6 months or 3,000 miles. It’s a great way to learn more about your riding abilities and the capabilities of your motorcycle.
Advanced RiderCourse (ARC)	8	The Advanced RiderCourse will complement a rider’s basic skills and helps with personal risk assessment. It includes a fast-paced classroom segment with several interactive activities to improve perception and hazard awareness. Range exercises enhance both basic skills and crash avoidance skills. Improving braking and cornering finesse is emphasized. The course is beneficial for riders on any type of street motorcycle.

3-Wheel Basic RiderCourse (3WBRC)	16	The 3-Wheel Basic RiderCourse is an entry-level, learn-to-ride 3-wheel motorcycle training and education course. It provides the same fundamental skills as the Basic RiderCourse, but on 3-wheel motorcycle (not sidecars).
Returning Rider Basic RiderCourse (RRBRC)	9	The Returning Rider Basic RiderCourse (RRBRC) is a one-day (9 hour) class for riders who have not been riding for some time or who have been riding on a permit for a time and wish to renew/refresh their basic skills and /or earn a skill test (endorsement or license) waiver for a motorcycle. The course is not intended for a novice rider who is learning to ride for the first time. Goals for the course include refining basic motorcycle skill, improving techniques and gaining more knowledge of risk, including how to manage risk while riding.
RiderCoach Training	88	The RiderCoach Training is the preparation course for those individuals interested in teaching the MSF Basic RiderCourse (BRC).

Within our classes, we require that students wear full safety gear when riding the motorcycles. RiderCoaches are also required to wear all the gear, whether teaching or riding their own motorcycles. It is a matter of credibility and of practicing what we preach. This “all the gear, all the time” approach works well to promote safety among our RiderCoaches and students.

RiderCoaches must be on the NC approved list to teach in North Carolina. RiderCoaches are required to teach at least three classes per year to maintain their position on this list. This requirement is more stringent than the MSF requirement that an RC teaches two classes every year. We expect our RiderCoaches to teach more frequently as we believe that long periods of inactivity cause lapses in the quality of instruction. We try to ensure a balance that allows us to have enough people to teach the necessary classes without causing difficulty in RC’s maintaining their approved status due to an overabundance of RiderCoaches.

To maintain a place on the NC approved list to teach in North Carolina, all RiderCoaches must attend a mandatory update meeting that is commonly offered in January or February of each year. Attendance is necessary to ensure that RiderCoaches have the latest information.

**2015 - 2016 PROGRAM IMPROVEMENT ACTIVITES**

- In 2015 it was necessary to update our training site listings with MSF to align our programs with their system. Formerly, all of our sites were listed under the same Rider Education Recognition Program number (RERP). After the required update each site has its own RERP which is overseen by the state program. This brings North Carolina in line with other state structures and the MSF system. This new system provides a distinction

between the individual training sites such that the state program as a whole is not in danger if a single training site is experiencing an issue. Also, it allows each site to purchase directly from the MSF which streamlines the purchasing process. All of our sites were assigned unique RERP numbers in 2015.

Each site remains under the oversight of the state program and our day-to-day processes were not significantly impacted due to this change. Sites still report their classes to our office and the NCMSEP continues to oversee classes and have approval responsibilities concerning RiderCoaches and Ranges.

- In 2015 we also transitioned the entire state to offering the new Motorcycle Safety Foundation Basic RiderCourse curriculum. This new curriculum is a hybrid style course that includes a 3-4 hour online “eCourse” as a prerequisite for the range exercises. We began updating the RiderCoaches and painting ranges with the new exercise markings last year and have mandated the new program at all sites beginning with the first class of the 2016 training year.

To accomplish the transition to the new BRC curriculum we offered 16 Transitional RiderCoach Preparation courses. These 24 hour courses were taught by the 3 North Carolina Trainers to move all of our RiderCoaches to the new course. These classes are not listed above as they are temporary classes that won’t be offered after everyone is updated.

Of our 36 community college sites, 34 sites were painted with the new BRC range markings, the remaining 2 sites will be painted prior to their first class of 2016. In addition, there are 3 ranges to be painted at sites with multiple ranges.

The move to the new curriculum required new “site kits” and larger cones be purchased at each site. All community college sites have done so.

The new BRC allows for flexibility in offering the online portion of the curriculum. A common schedule follows though a few sites are doing the eCourse on Thursday night to allow more time to finish prior to the range work:

6-10 Friday Night:	e-Course: Online in Computer Lab with Students
8-6 Saturday:	Orientation, Level I range + Level II classroom
8-6 Sunday:	Level II range & skill test + classroom, knowledge test & wrap up

Many sites have opted for the eCourse to be done by the students at home prior to attending the class on Saturday morning. This has been working well for the sites that use this option.

We worked hard, at every level, to make the transition to the updated BRC as quick and painless as practical. I am confident that the new curriculum is better for our students and that it makes more sense in “real world” riding situations.

- The MSF was listed on eProcurement for 2015. This has been a huge improvement as they had been listed as a reluctant provider, making purchases a complicated process.
- The NCMSEP Policy and Procedure Manual was updated and distributed to Site Coordinators and RiderCoaches with a revision date of January, 2016. This revision was reviewed by many people, from past and present Trainers, RiderCoaches and Quality Assurance personnel, prior to its implementation.

## COURSES

Course Title	Community Colleges		Military Sites		Other NCMSEP Sites	
	Courses Offered	Students	Courses Offered	Students	Courses Offered	Students
Basic RiderCourse (BRC)	622	5442	155	1481	254	1722
Experienced RiderCourse (ERC)	15	85	14	69	5	38
Advanced RiderCourse (ARC)	3	20	17	122	0	0
3-Wheel Basic RiderCourse (3WBRC)	5	17	0	0	0	0
Returning Rider BasicRider Course (RRBRC)	5	18	0	0	0	0
Rider Coach Training (Transitional, T-RCP)	16	159	0	0	0	0
<b>TOTAL</b>	<b>666</b>	<b>5,741</b>	<b>186</b>	<b>1,672</b>	<b>259</b>	<b>1,760</b>

Overall the Basic RiderCourse remains the core training program. These numbers reflect a mixture of the old BRC curriculum and the updated BRC. Demand for BRC classes was 11% lower than 2014. Lower fuel prices may be part of the reason as motorcycle usage seems to fluctuate with gas prices. Anecdotally, this seems to be consistent with national trends.

The other training programs including the Experienced Rider, Advanced Rider and 3-Wheel Basic Rider continue to have strong curricula and are well regarded by graduates as successful training courses. It continues to be very difficult to recruit to the upper level classes. As a result, the new BRC curriculum includes many elements from the more advanced classes to allow us to introduce topics in the classes that we are more successful in filling.

The 3-Wheel Basic RiderCourse is being updated currently and we are planning to move to this new offering as soon as it is available to us. Additional MSF offerings will be updated in the near future as well and NCMSEP will make those available as they are released.

In addition to community college sites, NCMSEP monitors and evaluates the Harley Davidson Rider's Edge program. The various Harley Davidson retail sites use this program to promote safety as well as utilizing it as a promotional tool for individuals purchasing equipment or apparel from the dealership.

Harley Davidson Motor Company instituted a program to offer free Basic RiderCourses through participating Harley Davidson Riding Academy programs in 2015. These classes were offered to active and former military members through a system of reimbursement from the motor company. As a result, the HD training numbers were considerably stronger for 2015 (1718) over 2014 (1282). HD has expanded the program for 2016 to include first responders, such as police, firefighters and emergency medical personnel.

The NCMSEP also monitors and evaluates military programs offered within the state. By providing oversight from NCMSEP, both the military sites and Harley Davidson dealerships are allowed to issue DMV skills waivers card.

All sites overseen by NCMSEP have been required to move to the new BRC curriculum to issue the DMV skills waiver card. The exception will be the Marine bases, as their agreement with the contractors doing their training allows only for the old curriculum. The DMV has agreed to allow them to issue skills waivers for the old curriculum until the contract can be renewed.

We currently have 187 RiderCoaches. This number will grow with the necessity to train new RiderCoaches to the new BRC curriculum. We are offering a RiderCoach Preparation course in May and have plans to offer another in October, if demand warrants it.

**TRAINING SITES**

Currently, the NCMSEP offers motorcycle classes through the following community colleges

- |  |                              |
|--|------------------------------|
| A-B TECH COMMUNITY COLLEGE<br>COLLEGE  | GUILFORD TECHNICAL COMMUNITY |
| ALAMANCE COMMUNITY COLLEGE             | JOHNSTON COMMUNITY COLLEGE   |
| BLUE RIDGE COMMUNITY COLLEGE           | LENOIR COMMUNITY COLLEGE     |
| BRUNSWICK COMMUNITY COLLEGE<br>COLLEGE | MCDOWELL TECHNICAL COMMUNITY |
| CALDWELL COMMUNITY COLLEGE             | MITCHELL COMMUNITY COLLEGE   |
| CAPE FEAR COMMUNITY COLLEGE            | NASH COMMUNITY COLLEGE       |

CARTERET COMMUNITY COLLEGE	PITT COMMUNITY COLLEGE
CENTRAL CAROLINA COMMUNITY COLLEGE	RANDOLPH COMMUNITY COLLEGE
CENTRAL PIEDMONT COMMUNITY COLLEGE COLLEGE	ROANOKE – CHOWAN COMMUNITY COLLEGE
COASTAL CAROLINA COMMUNITY COLLEGE	ROBESON COMMUNITY COLLEGE
COLLEGE OF THE ALBEMARLE	ROCKINGHAM COMMUNITY COLLEGE
CRAVEN COMMUNITY COLLEGE	ROWAN-CABARRUS COMMUNITY COLLEGE
DAVIDSON COMMUNITY COLLEGE	SOUTH PIEDMONT COMMUNITY COLLEGE
DURHAM TECHNICAL COMMUNITY COLLEGE	SOUTHWESTERN COMMUNITY COLLEGE
EDGECOMBE COMMUNITY COLLEGE	SURRY COMMUNITY COLLEGE
FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE	VANCE-GRANVILLE COMMUNITY COLLEGE
FORSYTH TECHNICAL COMMUNITY COLLEGE	WAKE TECHNICAL COMMUNITY COLLEGE
GASTON COMMUNITY COLLEGE	WILKES COMMUNITY COLLEGE

Wilkes Community College, Edgecombe Community College and Roanoke Chowan Community College are mobile training sites, meaning that we bring motorcycles and equipment to them on trailers to be used in the class. All three of these schools are gauging demand to become permanent training sites.

NCMSEP currently has 618 motorcycles for student use in the program. Our sites report that these bikes were ridden 103,416 miles in 2015.

## PERSONNEL

In late November, 2015, Susan Andrews joined the program as our new Staff Assistant. She has jumped in with both feet and is already making her contribution to the program known. She is very efficient and has learned the office procedures quickly. She has streamlined our communications and purchasing capabilities.

Randy Carlisle left the program as the NCMSEP Range and Equipment Manager on August 6, 2015 to accept a job in his hometown of Mt. Airy. Randy did much over the past three years in organizing and streamlining our procedures. His efforts to be fair in the distribution of parts, motorcycles, and support brought credibility to that process. He researched and implemented our ability to sell old motorcycles on GovDeals.com; and his talent for Computer Aided Design has significantly improved our records concerning ranges. The MSF is very appreciative of the professional manner with which he submitted range drawings and information. Most recently he was instrumental in the transition to the new BRC curriculum. He has left the position much better than he found it and his successor will have clear processes to follow going forward. He will continue with the program as a RiderCoach in Surry County.

Jake Heis began as the new NCMSEP Range and Equipment Manager on November 2, 2015. Jake is retired from the United States Air Force following 26 years of service, where he

specialized in Aircraft Maintenance and Avionics. He brings with him an impressive record of service and achievements. He is very detail oriented and will fit in to the program very well.

## **CONFERENCES AND TRAINING**

In January 2015, the NCMSEP offered three iterations of the mandatory RiderCoach update for North Carolina RiderCoaches. These meetings occurred at McDowell Community College, Davidson Community College and at the NCMSEP office in Snow Hill. All RiderCoaches are required to attend one of these meetings to ensure that they have the latest information.

Throughout the year, we offered 16 Transitional RiderCoach Preparation courses. These 24 hour courses were taught by the 3 North Carolina Trainers to move all of our RiderCoaches to the new course. These classes were offered at 9 community college campuses in the NCMSEP program.

In July, 2015 we offered a Midsummer Update/Retreat in Maggie Valley, NC. The NCMSEP director covered many of the changes in the new BRC (updated). We discussed issues and tips in offering the new curriculum. This update is paid for with utilizing a NHTSA grant that pays for 100% of the targeted activities.

In September 2015, the NCMSEP director attended a Regional Rider Education Training System meeting in Lynchburg, VA.

The program director participates regularly in conference calls with other state administrators within the State Motorcycle Safety Administrators (SMSA) organization.

## **GRANTS**

A NHTSA 100% grant was awarded to the program through the Governors Highway Safety Program. This grant was used for training and quality control purposes. This grant pays for Quality Assurance visits and our summer update/retreat with our RiderCoaches.

A continuation grant was approved from the NC Governor's Highway Safety Program to assist with the purchase of new motorcycles and for the training of our RiderCoaches. This grant helped us to purchase new RiderCoach Guides for the Transitional RiderCoach Preparation Courses. This is a 50/50 matching grant that augments our budget.

These grants run from October 1 to September 30 each year. Both grants were cut drastically for the 2015-16 fiscal year. Our 100% grant was cut by \$10,000 and the 50/50 grant was cut by \$45,000. The 50/50 cut is especially hard on us, as it significantly effects our ability to purchase motorcycles. This impacts our ability to efficiently replace machines as they age and become less reliable which has a negative consequence on the viability of the program. It is my



understanding that these cuts were a small part of the cuts that the Governor's Highway Safety Program had for the same period.

### QUALITY AND ACCOUNTABILITY

The NCMSEP QA Team made ninety (90) Quality Assurance Visits in 2015. This team is made up of seventeen RiderCoaches overseen by former state director, David Galloway. Every team member is an MSF Quality Assurance Specialist with extensive training from the Motorcycle Safety Foundation. Our NHTSA 100% grant funds a stipend paid to these auditors. They are each assigned several sites to monitor.

The QA team ensures that RiderCoaches and ranges are in compliance with Motorcycle Safety Foundation requirements and NCMSEP recommendations. This system has been in place for four years and is working very well. Each auditor submits a report online, the State Director reviews them, "closes" them and emails the reports to the RiderCoaches and community college representatives involved for any necessary responses. This system allows quick feedback and a record of any issues.

NCMSEP offered three RiderCoach updates at the following locations, McDowell Technical Community College in Marion, Davidson Community College in Lexington at the NCMSEP office in Snow Hill. Although any topic may be discussed at these updates, the emphasis was on RiderCoach conduct and impending changes to the Motorcycle Safety Foundation Basic RiderCourse, currently referred to as the BRC (updated).

### MARKETING AND COMMUNICATION

The program staff continues to promote the program through visits to rallies, dealerships, motorcycle organizations and motorcycle gatherings. The Staff Assistant, Susan Andrews, also maintains a website that offers information to potential students with special areas for RiderCoach and Site Coordinator information (<http://ncmotorcyclesafety.org/>).

Our program Facebook page continues to grow in popularity (<https://www.facebook.com/North-Carolina-Motorcycle-Safety-Education-Program-194192920627378/>).

### BUDGET

Travel remains a major part of the function of the North Carolina Motorcycle Safety Education Program. Our staff travels many miles during the year to paint ranges, transfer motorcycles, and to attend and conduct meetings. During the past year 8,729 miles were logged on the state truck and 594 miles were logged on the staff motorcycles, (Buell Ulysses).

In 2015, we continued selling surplus program motorcycles on GovDeals.com. Although this slowed temporarily as we changed Range and Equipment managers, we expect it to pick up considerably as the new person learns the procedures. This site works very efficiently and we are seeing a much larger return on the equipment. The funds generated from these sales will be used by the program as is mandated by the grant parameters as these motorcycles were originally purchased with those grant dollars.

Our budget has been affected greatly by cuts to our Governor's Highway Safety Program (GHSP) grants. The previously mentioned cuts to both the 100% and 50/50 grants equates to a total operating budget loss of \$50,000 for the 2015 – 2016 fiscal year. We hope that these grant dollars are restored in future grant budget allocations as the impact is significant to the ability of the program to efficiently cycle new motorcycles through the training sites.

Respectfully submitted by  
Bob Wagner, Director  
North Carolina Motorcycle Safety Education Program