

**SPECIAL RECREATION PROGRAM ADVISORY COMMITTEE
MEETING AGENDA**

March 5, 2012
6:00 P.M.

The Douglas House
732 North Genesee Street
Waukegan, IL 60085
(847) 360-4760

Members Present: Melissa Juarez-Ehlers, Mercedes Rivera, and Christian Torres

WPD Representatives: Julie Schneider, Bill Sarocka, and Keri Achenbach

Members Absent: Sharon Lambert, Susan Johnson, Susan Smock, Kari Drew, Maria Owens, Greg Petry

Welcome: Bill Sarocka opened the meeting with introductions as the new Special Recreation Program Advisory Committee Chairperson at 6:05pm at the Douglas House.

Special Recreation Program Advisory Committee Guidelines

Schneider announced an addition to the Agenda was required. The Agenda did not reflect presenting of the newly revised Waukegan Park District-Special Recreation Program Advisory Committee guidelines. Schneider distributed a copy of the revised guidelines to members, presenting the changes made in regards to Officers/Duties. Sarocka will now serve as Chairperson. The Committee Members present at the meeting nominated Melissa Juarez-Ehlers as the Vice-Chairperson.

Review of Minutes from November 16 2011:

There were no Minutes to review as the November 16 meeting was combined with the Recreation Department Meeting.

Identified Priorities to Discuss

Fundraising Effort

Polar Bear Plunge Results and Evaluation Review

Schneider reported that in 2012 Polar Bear Plunge had a total of fourteen Pledge Plungers, versus only eleven in 2011; with a total of \$2,670 dollars, up from the \$1,609 in 2011. The tavern and additional sponsorship total is at \$3,432 dollars up from the previous year of \$3,161 dollars. The total amount in proceeds was \$6,599.23.

Research of Fund Sources for Healthy Minds-Healthy Bodies (HMHB)

Schneider introduced intern, Keri Achenbach. Achenbach reported that her special project is helping to organize the implementation of the HMHB program and researching promotion of the program as well as funding sources. Achenbach reported that she has done some research into grants for the HMHB program, the Disabled Veterans of America, Military order of Purple Heart Service Organization, and the American Legion. Juarez suggested we look into Baxter but as she is not sure if a 501(C3) status is required to apply for and receive grants from them.

Updates on New Program Initiatives:

Healthy Minds- Healthy Bodies Veterans Initiative

Schneider reported that there are currently three veterans in the program with a fourth that has received a packet but has not scheduled a follow-up meeting. She also stated that the information is currently just in the Park district brochure. Juarez-Ehlers requested receiving information to pass on to her contacts to help promote the program. Juarez-Ehlers will also provided contact names and numbers from connections that her father-in-law has at the Veterans Association in North Chicago known as Lovell FHCC.

IAPD Power Play Grant – Afterschool Health and Wellness

Schneider reported that she has applied for a continuation grant for the P2K2 program that is currently implemented under the Power Play Grant received for the 2011-2012 school year. Currently five children are registered and attending the program. IAPD was to announce the recipients of the 2012-2013 Grant on March 2, but they pushed back the timeframe to March 9, due to the high number grant applications.

Mandated Reporting – OIG

Schneider reported that she is working to compile more information about the Office of Investigating General (OIG) and if Special Recreation -Waukegan falls under the regulations that the OIG has set in place for licensed facilities. Juarez-Ehlers stated she has attempted to call her contacts to gather information and clarify the regulations but, has not gotten clarification at this time. There is a 1-800 number that is used to file reports, no one has confirmed if we are allowed to report to the OIG because we are not a licensed facility. It was stated that Special Recreation is in a Cooperative Agreement with the Ann M. Kiley Center and have a plan of action in place for different scenarios. At minimum, the administrative staff of the Kiley Center would like to conduct training on the procedures they are required to follow because they are a licensed facility.

SRSNLC Resource Fair – Thursday, September 20, 2012

Schneider reported that the fair has been moved to a September date due to the number of events going on in the Special Recreation Department and the Waukegan Park District in October. Schneider stated that she is looking into a new location, possibly in cooperation with Warren Special Recreation in the Gurnee area. Vendors of the 2011 event were very disappointed by the lack of attendance, location, and appropriateness of the facility space provided in Round Lake. Juarez-Ehlers and Rivera both stated that they were also very disappointed with last years fair, including the location and the attendance. Juarez-Ehlers stated a lot of PR will be needed to bring the past participating vendors back to the 2012 event.

Survey Questionnaire for Special Recreation Facebook page

Schneider presented Kari Robinson's draft of a survey of Facebook use by participants, parents, and service organizations. Sarocka suggested that the heading on the survey spell out what SRSNLC stands for as well adding the SRNLC logo as the only minor corrections in the survey needed. All other members present felt the questions presented on the survey draft were good.

Summer Camp Fieldtrip Ideas

Juarez-Ehlers said she will share some of her ideas via email. One that was mentioned was Nickel City. Rivera asked why there was not a camp option for individuals over 22 years. Juarez-Ehlers expressed the thought that Special Recreation should look into providing a Day Program. Schneider asked if her organization encounters funding concerns. She stated that Home Bound Support System or family paid is how most program registration fees were being met. Schneider stated that she will speak with other SRA administrators that provide day programs to gather knowledge of how programs are being implemented and funded.

Review of 2012 Proposed Meeting Dates

Sarocka asked for the meeting dates and Schneider asked that they be revised to ensure key members in attendance would be able to attend future meetings. Per group discussion the following date changes are being made.

- ✓ May 14 2012 : **Changed to May 7, 2012**
- ✓ August 13,2012 : **Changed to August 6,2012**
- ✓ November 12,2012: No change made at this time

Priorities For Next Meeting

- ✓ Update on Mandated Reporting
- ✓ Update on SRSNLC Resource Fair
- ✓ Update on Healthy Minds Healthy Bodies Veterans Initiative
- ✓ Update on Survey Questionnaire

Questions, Comments, Concerns: No Response

Set next meeting date:

- ✓ Monday, May 7, 2012
- ✓ 6:00 pm
- ✓ Douglas House
732 North Genesee Street
Waukegan, IL 60050

Adjournment: Sarocka adjourned the meeting at 7:10pm

Charles Smith, Secretary