

**Minutes of the Waukegan Park District
Special Meeting of the Board of Commissioners
Special Recreation Program Advisory Committee
May 7, 2012**

The Board of Commissioners of the Waukegan Park District met in a special meeting of the Special Recreation Program Advisory Committee on May 7, 2012 at the Douglas House, 732 North Genesee Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 5:06PM by Bill Sarocka who directed a call of the role.

II. Roll Call

Present: Commissioners Sarocka. Absent: Sharon Lambert, Susan Johnson, Susan Smock, Kari Robinson, and Maria Owens, and Greg Petry. Also present was Julie Schneider, Manager of Special Recreation, Melissa Juarez-Ehlers, Mercedes Rivera, and Christian Torres.

III. Review, Discuss, Decide

A. Healthy Minds- Healthy Bodies Veterans Initiative

- **Review materials created:** Schneider reported that a full packet of papers related to the program and Fitness Membership were created with the Waukegan Park District, Field House Sports and Fitness Center and SRSNLC logos included. A trifold brochure explaining the program is in its final revision stages. Membership forms have been easy for veterans to complete. Schneider is researching additional questions that can be asked to obtain more detailed information related to the veteran's disability.
- **Present status of participants:** Schneider reported that there are currently seven veterans in the program. Two requests were received from out of district residents. Schneider explained to the veterans that they did not qualify for the program because they do not reside within Park District boundaries. The seven members have been actively utilizing their membership and scheduled some personal training sessions. Schneider is working with staff Donna Sebok of NEDSRA, Coordinator of the pilot Healthy Minds/Healthy Bodies program. Schneider is looking for guidance on how to develop a tiered level for personal training sessions available to the veterans. The program was designed to provide fifteen personal training sessions. The level of physical impairments of those participating has been less involved than anticipated thus, may not require a full fifteen personal training sessions. The tier system being proposed would have three levels with assessments being conducted after five and then ten personal training sessions.
- **Promotion efforts:** To date the only locations that promotional information has been posted is in the SRSNLC and Waukegan Park District summer brochures. Schneider explained that when budgeting for the program it was based upon placement of ten veterans. This limited promotion has attracted many more qualified veterans than anticipated. To keep the program growing

at a manageable rate it is not being promoted on an advanced level at this time. Schneider has received inquiries from qualified veterans that have seen the program posted at the Veterans Association in North Chicago. Juarez-Ehlers is ready to help further promote the program when Schneider feels it is necessary.

B. Mandated Reporting –OIG

Schneider with confirmation from Juarez-Ehlers, reported on the findings regarding filing reports of abuse or neglect of people with disabilities with the Office of Inspector General (OIG). Special Recreation is not an organization operated, licensed, certified, or funded by the Illinois Department of Human Services but does serve adults with a developmental disability. Thus, staff is mandated to report abuse or neglect of an adult with disabilities to the OIG Hotline 1-800-368-1463 under the Administrative Rule 50. OIG will inform those reporting on the steps to be taken at that time, such as filing a report with the local police. It is not the responsibility of the organization to conduct an investigation; that is the role of OIG or the local police. OIG does conduct training on Rule 50 in regards to the reporting guidelines and understanding of abuse and neglect. At this time Juarez-Ehlers was not informed of training dates but clarified that if a death is involved the report must be made within one hour and suspicion of abuse and neglect is under a four hour report guideline. Schneider will be compiling the findings and following up with Administrative staff of the Ann M. Kelley Center regarding what additional support or procedures they would like to discuss to set a procedure in place between the Kiley Center and Waukegan Park District-Special Recreation.

C. SRSNLC Resource Fair – Update on location

- Schneider reported that for SRSNLC-Waukegan to have use of all of the Belvidere Recreation Center (BRC) the event needs to be held on Thursday, September 27, 2012. The fair will be scheduled from 6:00-8:00PM at BRC located at 412 South Lewis Avenue. Save-the-Date/Interest flyers will be distributed to past participating vendors in June.

D. Fundraising Effort

- **Research of Fund Sources for Healthy Minds-Healthy Bodies:** Schneider reported that Donna Sebok of NEDSRA is in the final stages of obtaining 501C-3 status for the Healthy Minds/Healthy Bodies program. When this status is achieved she will be seeking sponsorship and grant monies. When financial support is achieved Sebok will provide the opportunity for districts offering the program to be awarded match dollars. These monies will help offset the cost of the personal training sessions and fitness center memberships being provided to the veterans.
- **Partners in Parks Golf Outing :** Schneider confirmed that the Waukegan Park District will be hosting the Partners in Parks Golf Outing on Friday, July 13 with a Noon shot-gun start. Special Recreation is approved to provide its fundraising effort on Hole 17. Mercedes Rivera confirmed that participant, Christian Torres, will assist with the fundraising effort again this year. Schneider stated that she has assigned

Maria Owens and one of the summer interns to lead the fundraising effort this year. Schneider will secure one if not two more participants to assist with the event as well.

E. Summer Camp Fieldtrip ideas:

- Commissioner Sarocka reported that www.kidwinks.com is a wonderful website to research local and free events and activities that would be appropriate for camp activities and fieldtrips. Christian Torres stated that he would be interested in volunteering as an assisting staff for camp field trips. Schneider stated she will inform Kari Robinson of Torres' interest. Rivera stated that she will also make a point of talking to Robinson personally at the Softball practice on May 8. She will clarify the appropriateness and availability of Christian's interest.

F. Next Meeting:

- **Date:** Monday, August 6 at 6:00PM at the Douglas House
- **Priorities:** Promotion efforts of the Resource Fair and Polar Bear Plunge; result of fundraising efforts at Partner's In Parks Golf Outing; current status of the Healthy Minds/Healthy Bodies program; and results of established procedures of OIG.

IV. Closed Session

There was no closed session

V. Adjournment

Meeting adjourned at 5:27PM

Respectfully submitted,

Julie Schneider

Manager of Special Recreation