



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting
SSSRA Office
19910 80th Avenue, Tinley Park
Thursday, July 28, 2022
9:00 am

Minutes

I. Call to Order/Roll Call

Kevin Adams called the South Suburban Special Recreation Association's Board meeting for July 28, 2022 to order at 9:00 a.m.

Members Present: Mike Gianatasio, Homewood-Flossmoor Park District
Michelle Havran, Lan-Oak Park District
Tyrone Davis, Matteson Recreational Division (in at 9:10)
Kirstin Dahm, Oak Forest Park District
Jesus Vargas, Olympia Fields Park District
Kevin Adams, Park Forest Recreation & Parks Department
Ashley Turner, Richton Park Parks & Recreation Department
Meghan Fenlon, Tinley Park-Park District

Member Absent: Dwone Ross, Sr., Country Club Hills Park District
Joseph Bertrand, Hazel Crest Park District

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Heather Specht, SSSRA Superintendent
Regina Ross – Ellison, SSSRA Finance & Office Manager
Juanita Williams, SSSRA Inclusion Manager

II. Approval of Agenda

Adams called for a Motion to approve the Agenda. Mike Gianatasio made the Motion to approve the Agenda. Michelle Havran seconded the Motion and the Agenda was approved unanimously.

III. Approval of Minutes

A. June 23, 2022

Meghan Fenlon made the Motion to approve the regular Board Minutes for June. Ashley Turner seconded the Motion and the Minutes were approved unanimously.

IV. Correspondence

Drzewiecki circulated a thank you card that was received from GiGi's Playhouse for supporting them in their 5K Walk.

V. Public Comment

None

VI. Community Announcements

None

VII. Unfinished Business

None

VIII. New Business

None

IX. Staff Report

A. Program

1. Outreach Report – June, 2022

Specht introduced Juanita Williams to the Board as the agency's newest Inclusion Manager/ HMHB liaison and then reviewed the outreach report for June.

Specht let the Board know that on June 23, the students from Rich Township High School Alpha program came to SSSRA. The students worked on painting backdrops for the Visit to the North Pole special event scheduled for December and made *Thank You* cards for Veterans.

On June 30, SSSRA staff assisted students from the Alpha program at Rich Township High School in making lunch for the teachers, teacher's aides and students. In addition, students made cards and a craft for one of the administrators in celebration of her retirement. There were 34 students who participated in the event.

2. Outreach Communities

Specht shared with the Board that Managers and Recreation Specialists have been assigned two member districts to coordinate outreach events. A chart was provided to the Board that lists the employee's name and their corresponding communities.

3. Special Olympics Summer Games

Special Olympics Summer Games were held in Bloomington at Illinois State University the weekend of June 17 – 19. There were 22 athletes who attended the event.

IX. Staff Report

A. Program (continued)

4. USA Games Update

USA Games 2022 were held in Orlando, Florida June 5 – June 10. Athletes and coaches enjoyed Opening and Closing Ceremonies. There were two athletes representing SSSRA. Todd Tomaszewski (Frankfort) Unified Golf and his Unified partner and Alysia Specht (Frankfort) Powerlifting.

5. Santa Claus, Indiana Weekend Trip

Staff and participants traveled to Santa Claus, Indiana for a weekend trip. Participants visited Holiday World, the Santa Claus Museum & Village and spent evenings around a campfire. There were 6 participants who attended the event.

6. Day Camp Summary

Specht reported that day camp began on June 13 and was scheduled to end on August 5. Due to the COVID-19 outbreaks the agency was experiencing it was in the best interest of our participants and staff to cancel the remaining days of summer camp. However, there were eleven campers who participated in Session A.

Adams raised a question asking what was the feedback from our families when SSSRA had to make the unfortunate decision? Specht mentioned that some families were understanding, some parents dropped due to the risk of exposure for their child and some parents were disappointed & frustrated. However, SSSRA referred the families to Inclusion.

Drzewiecki added that on the financial end, it looked to be between \$15,000 to \$17,000 that the agency will be refunding. However, in the big picture, the agency is saving a considerable amount of money due to no staffing cost and other expenses related to day camp.

Adams asked how were other SRA's impacted by COVID-19? Drzewiecki mentioned most of the SRA's ran their camps, however some were shortened and had intermittent cancellations throughout the summer due to Covid-19 exposure. Drzewiecki shared with the Board that there was a total of 15 participants & 5 staff who occupied the board room for Session A with limited space.

A chart was provided to the Board that included the number of campers & the community in which they reside.

7. August Special Events - Enclosure

Specht reviewed the flyer of upcoming Special Events for the month of August & mentioned the Kindness Day will be held on August 27 in Tinley Park.

IX. Staff Report

B. Administrative

1. Staff Professional Involvement, Activities and Training – June, 2022

Drzewiecki highlighted that the Executive Director attended the PDRMA Active Shooter Prevention Webinar on June 28. Drzewiecki mentioned that staff discussed and reviewed the steps to take should the agency experience an active shooter in the building. Also, as a precautionary measure, the Tinley Park Police Department was scheduled to speak with staff about what to do if an active shooter were present.

2. 2021 – 2022 Service Statistics and Participation Report – Attachments A-C

Drzewiecki reported that overall, there was a 9% increase in resident registrations. In the past, an evaluation of each member's agency's registrations vs. the population of their community, determined which member communities be given priority for outreach. This year with staff assigned to two members, each member community will be addressed equally instead of focusing on the top five communities.

3. 2021 – 2022 Summary of Inclusion Services - Enclosures

The association supported 71 Inclusion placements during the 2021 -2022 fiscal year. This is a 344% increase from the year prior. The association incurred \$32,121 in Inclusion staffing costs, which is a 387% increase from the year prior. Drzewiecki reminded the Board that the agency pays 100% of Inclusion cost. There were two charts provided to the Board. A Comparison of Inclusion Services – Five Year Comparison & 2021 – 2022 Inclusion Costs.

X. Financial Report

A. Claims List

1. June, 2022

Meghan Fenlon made the Motion to approve the Claims List for June, 2022. Michelle Havran seconded the Motion and a roll call vote was taken:

Country Club Hills	absent	Matteson	Yes	Richton Park	Yes
Hazel Crest	absent	Oak Forest	Yes	Tinley Park	Yes
Homewood-Flossmoor	Yes	Olympia Fields	Yes		
Lan-Oak	Yes	Park Forest	Yes		

The Motion was approved unanimously by those present.

X. Financial Report (continued)

B. Financial Statement

1. June, 2022

Mike Gianatasio made the Motion to approve the June, 2022 Financial Statement.
Meghan Fenlon seconded the Motion and the Motion was approved unanimously.

XI. Closed Meeting

None

XII. Adjournment

Michelle Havran made a Motion to adjourn the meeting. Kirstin Dahm seconded the Motion and the Motion was approved unanimously. The meeting adjourned at 9:21 a.m.

**Next Meeting: Thursday, September 15, 2022
at the SSSRA Office**

*One week early due to NRPA Conference