

**RECREATION AND PARKS BOARD  
OF ST. MARY'S COUNTY  
Meeting of Thursday, September 6, 2012  
MINUTES**

**BOARD MEMBERS PRESENT:** Richard Buckler, Chairperson; Robert Hicks, Vice-Chairperson; J. Bradley Clements, Phil Cranford, Sabrina Hecht, Tom Nelson, David Phalen and Lisa Wainger-Rush.

**RECREATION AND PARKS STAFF AND OTHERS PRESENT:** Brian Loewe, Director; Jessica Hale, Recreation Division Manager; David Guyther, Parks Manager; and Kathy Bailey, Recorder. Jaclyn Shaw, Grants Coordinator, MedStar St. Mary's Hospital, also attended.

**CALL TO ORDER**

The Board meeting was called to order by Richard Buckler, Chairperson, at 5:30 p.m., in the Chesapeake Building.

**APPROVAL OF MINUTES**

**David Phalen moved, seconded by Robert Hicks, to approve the minutes of August 2, 2012; motion carried 8-0.**

**SMOKE FREE PARKS PRESENTATION**

Director Brian Loewe introduced Jaclyn Shaw, Grants Coordinator, from MedStar St. Mary's Hospital. She informed the Board of the award of a Center for Disease Control Community Transformation Grant. Sub-grants were awarded to 19 rural jurisdictions and the funding is for 3-5 years. Local partners are the St. Mary's County Health Department, MedStar St. Mary's Hospital, St. Mary's County Public Schools, Minority Outreach Coalition, St. Mary's County Government and the University of Maryland Cooperative Extension Service.

The goals of the program are: smoke/tobacco free living, active living and healthy eating in worksites and schools, healthier childcare homes and day care centers and a healthy stores pilot program. Cigar use among young people is also becoming a problem. One of the desired outcomes of the program is for SMC Government, parks and beaches, local business and state parks and buildings to all become smoke free areas. To date, the hospital, public schools, the health department and community college are all smoke free campuses. She discussed the initiative and its benefits. Use of grant funds to foster the initiative includes signage, flyers, advertisements and other awareness efforts and smoking cessation services. Ms. Shaw stated that grant funding is available now to purchase signage. She said a new park policy and the advertising initiatives would have to go hand-in-hand to be effective.

Brad Clements asked if staff had consulted other Recreation and Parks departments around the state on this matter; Mr. Loewe stated that R&P is checking into this. Bob Hicks noted that some leagues have banned coaches from smoking in parks. The Community Standards policy in St. Mary's does not allow smoking with 150 feet of athletic fields; people can smoke in other areas of the parks. Chairperson Buckler asked how the policy is policed at the hospital; Ms. Shaw stated the policy is not formally policed. Robert Hicks asked if the Governmental Campus is smoke free; Ms. Shaw stated that it is not; however, discussions on this have been held with the Human Resources Department.

**Robert Hicks moved, seconded by Tom Nelson, to endorse the Community Transformation Project goal of making County parks smoke free. Motion carried 8-0.**

R&P staff will meet to discuss how the initiative may be implemented at local parks and facilities and weigh the benefits and constraints. The Board of County Commissioners may need to approve such a mandate for county parks and facilities.

## **RECREATION DIVISION REPORT**

Director Brian Loewe introduced Jessica Hale, Recreation Division Manager. Ms. Hale provided an update on several programs and activities of the Recreation Division. Highlights included:

- The fall program guide is available and fall program registration is open.
- A new partnership has been formed with the House of Dance for dance and fitness classes for youth and adults.
- A variety of new trips and tours are planned.
- All information can be found online at [www.stmarysmd.com/recreate](http://www.stmarysmd.com/recreate).
- Camps ended on August 10<sup>th</sup>. A successful summer day camp season was held this year. Most camps were about 70% filled; over 1,000 children were served.
- Some sports programs experienced higher enrollment than last season; some had less.
- Specialty camps saw 169 enrolled this year (theatre, fit and swim, science camp).
- New Horizons and Camp Inspire saw 80 enrolled; these camps for children with disabilities were held at Lexington Park Elementary.
- Before and after school care began on the first day of school; a new location opened at Piney Point; eight locations are currently available.
- Enrollment is at 181 at the centers; 120 full-time and 61 part-time.
- BJ Waldron works in partnership with the SMCPs with the 21<sup>st</sup> Century grant program at Carver Recreation Center; the grant was renewed for another three years.
- This year's summerstock musical was Wizard of Oz and was very successful with over 3,400 in attendance
- Gymnastics program numbers are up; 423 are currently registered in the recreational program; the team program registration is up to 63.
- Sports events coming up are: Punt Pass and Kick on September 16<sup>th</sup>; and Fall Classic Dodge Ball Tournament on October 13<sup>th</sup>
- Attendance at the Great Mills Swimming Pool was down due to weather closings and excessive heat, especially from the beginning to the middle of the month. There was a slight increase in lane rentals and birthday parties. Lane rentals increased from last year for this month by 60 and birthday parties increased by 14 rentals.
- The Paralympic Experience is scheduled for October 6<sup>th</sup> at Great Mills High School and Swimming Pool. The partnership with Sanner Lake Sportsman Club continues and shooting programs for Paralympic programs are now being advertised.

Lisa Rush asked how the bubble on the pool is holding up. Ms. Hale stated that the dome is holding up relatively well for its age; however there are some issues with storage. The tarp cover is being replaced this year; the dome isn't set to be replaced until FY17.

## **PROPOSED CHANGES TO COMMUNITY STANDARDS GUIDELINES**

Ms. Hale reported that R&P has been nominated again for an Excellence in Youth Sports Award from the National Alliance for Youth Sports. The winning organization will receive a trip for a staff member to travel to the national conference.

Ms. Hale reported that 150 background checks for done for the fall sports season; twenty-one coaches participated in coaches training.

Ms. Hale outlined changes that staff is considering / proposing for FY14 for the Community

## Standards Guidelines.

### **Current Standard – No Change**

- Certification: Two youth sport league administrators in each league must be certified in the National Youth Sports Administrator's Association (NYSSA) program.

### **Current Standard – No Change**

- Training – Head coach and at least one assistant must complete National Youth Sports Coaches Association (NYSCA) program conducted by an NYSCA clinician.

### **Current Standard**

- Background Checks: The head coach and at least one assistant coach, if more than one coach is assigned to a team, must pass a yearly criminal background check completed by Southeastern Security Consultants (SSCI).

### **Proposed Standard**

- Background Checks: The head coach and ALL assistants assigned to a team; Board members (President, Vice-President, Secretary, Treasurer); and equipment managers for football leagues.
- R&P would continue to cover the cost for the head coach and one assistant. Additional background checks would be the financial responsibility of the leagues or additional funding would need to be requested from the county.
- All volunteers on the fields during practice and games would be required to wear R&P issued badge/lanyard identifying they are cleared to coach on SMC fields/facilities.

### **Current Standard – No Change**

- Code of Ethics: All parents must sign a Parents Code of Ethics statement prior to child participating.

### **Current Standard**

- Certification: Two youth sports league administrators in each league must be certified by the CDC's Heads Up: Concussion in Youth Sports program.

### **Proposed Standard**

- Certification: Possible consideration to make an online video available for all coaches to have access for viewing.

### **Current Standard**

- Non-compliance: Currently there is not a written standard for leagues that do not comply with the standards.

### **Proposed Standard**

- Non-compliance: Recommend developing a way to assess penalties for leagues who do not comply with the standards (example: deny field use; financial). Consideration: who's really losing out when field use is restricted for non-compliance?

Chairperson Buckler asked about what other jurisdictions are doing regarding this. Ms. Hale said that different jurisdictions do different things to address child protection. Lisa Rush questioned the need for having league advisory board members undergo background checks, especially in light of the cost. Phil Cranford asked how much the additional checks would cost the individual leagues; Ms. Hale will get an estimate on that for the next meeting.

R&P is always looking to improve standards as the community looks to the county to make sure playing fields are safe. Mr. Hicks noted the challenges with certifying parents who volunteer as

coaches on an “as needed” basis.

The Board will take this under advisement until the next meeting; staff will provide additional information and recommendations.

## **PROJECT UPDATES**

### Three Notch Trail Phase VI

- The 90% design drawings are nearing completion.
- Staff hopes to have the final review meeting with SHA and other agencies this fall.
- Anticipate the project will be out to bid next fall.

### Charlotte Hall Athletic Fields

- The Procurement Office is working on the solicitation to re-bid the project.
- The project is anticipated to be out to bid this fall

### Lancaster Park – Civil War Memorial and Interpretive Center

- Memorial ribbon cutting was held on June 16<sup>th</sup> and the project is complete.
- Staff is working on the scope of work to renovate the former Flat Tops building at the site; the building will provide opportunities for interpretation of the U.S. Colored Troops and other African American contributions to St. Mary’s County. Space will also be provided for activities, community meetings and rest rooms for the memorial park and adjacent pavilion. The county received a state Bond Bill toward the renovations.

### Lancaster Park Improvements Design and Engineering for Athletic Fields and Parking

- The solicitation is out to bid for the design and engineering for the Lancaster Park Improvement project. The pre-bid meeting is set for September 27<sup>th</sup>.
- The project calls for constructing two multi-purpose athletic fields, parking and a new entrance road.

### Design and Engineering for the New Leonardtown Park

- The solicitation is also out to bid for the design and engineering for the Leonardtown Park Improvement Project. The pre-bid meeting is set for September 27<sup>th</sup>.

### Public Landings

- The contract for replacement piers at Fox Harbor Landing, St. Georges Island, and River Springs Landing was recently awarded. It is anticipated that the River Springs project will begin within the next few days.

Mr. Hicks asked about the athletic field grass cutting schedule; Mr. Guyther stated that SMCPs is managing grass cutting at schools. The county regional and community parks are being cut about once per week; smaller parks are being cut about once every two weeks.

## **EXECUTIVE SESSION**

**Robert Hicks moved, seconded by Lisa Rush, to meet in Executive Session. Motion carried 8-0. The Board did not reconvene the regular meeting after the Executive Session was over.**

**Authority:** Article 24, Sections 4-210(a) 11.

**Time held:** 6:50 p.m. – 7:25 p.m.

## **SCHEDULING OF NEXT MEETING**

The next meeting of the Recreation and Parks Board is scheduled for Thursday, October 4, 2012 at 5:30 p.m. in the Chesapeake Building in Leonardtown.

## **ADJOURNMENT**

The meeting was adjourned at 7:25 p.m.

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Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on October 4, 2012.