PARKS AND RECREATION COMMITTEE MEETING
Wednesday, September 28, 2005, 5:30 p.m.
Administrative Complex Board Meeting Room

The September meeting of the Santa Rosa County Parks and Recreation Committee was held at the Administrative Complex beginning at 5:30 p.m. on Wednesday, September 28, 2005. The following members were present representing the sports associations and host organizations:; Larry Dixon, Navarre Youth Sports Association, Navarre Sports Complex/Navarre Football-Soccer Park/Holley Ball Field; Art Czerwien, Futbol Club of Santa Rosa, Inc., Santa Rosa Soccer Park: Dan Melvin, East Milton Recreational Park; and Charles Baxley, Pace Athletic and Recreation Association, Pace Athletic and Recreational Park/Santa Rosa SportsPlex.

Absent were representatives from Tiger Point Recreational Park, Chumuckla Community Center and Park, Fidelis Community Center and Park, Benny Russell Park, and Swenson Park.

Also present were the Administrative Services/Parks Operations Manager, Tammy Simmons; and County Administrator, Hunter Walker

The meeting was called to order at 5:30 p.m.

The Administrative Services Manager welcomed all.

Minutes from the August 24, 2005, meeting was accepted as written.

The topic of discussion was the finalization of the volunteer program and code of ethics.

An e-mail was sent to all committee members on September 26, 2005 with attachments from Attorney Dannheisser. Attachments were <082405.doc>, <Appendix A to Part 601.doc>, <BackgroundCheckRFP.doc>, <ChangedBackgroundCheckRFP.doc>, and <PreAdverseActionDisclosure.doc>. Discussion took place on these documents.

Discussion took place on the red (negative report) and green (no offenses as stated in policy approved by county) system which was approved by the committee at the August 24, 2005 meeting. If an individual gets a negative response, the contracted company will be required to send the results to both the county and the individual. The individual can at this point appeal the decision.

The county will perform the background checks, get the results from the contracted company, and house the application and responses. The only information that the county should have to file is the original application with the signature release and the response from the contracted company.

Numbers of volunteers to be checked were submitted to the county by Navarre Youth Sports Association, Pace Athletic and Recreational Association, Tiger Point, Futbol Club of Santa Rosa, East Milton Youth Sports Association, Chumuckla Ball Park, and Fidelis Ball Park with an estimated total of volunteers to be 1,803. Walker stated that he would address the Board of County Commissioners with the cost after the background check proposals were received for funding of the first year.

Simmons stated that the volunteer policy, code of ethics, and the proposal for background check vendors will go to the Board of County Commissioners on October 10, 2005 for approval.

The volunteer form was questioned as to did every park have to use this form. Simmons instructed that all parks should utilize this form in conjunction with the Pre-Adverse Action Disclosure Form provided by Attorney Dannheisser as these are the forms approved by this committee.

The meeting adjourned at 6:10 p.m.