

Parks Safety Council

Meeting Summary

Monday, October 25, 2021,

Ed Ball Bldg., 214 N. Hogan Street, 5th Floor Conference Rm. 5016

Meeting Attendance

PSC Members: Bruce J. Tyson, Kim Stephens-Perry,
Zoom: Mary Jane Brewer, Walter Bryant, Patricia Kidd

Visitors: Deborah Tyson

Staff and Elected Officials: Chiquita Moore, Lisa Ransom, Jessica Denson, Jennifer Pope, Wendy Jones, Keith Meyerl, Magnus Wallen

Meeting Summary

1. **Call to Order/Verify Quorum:** Bruce J. Tyson, Park Safety Council Chair, called the meeting to order at 11:01 a.m. A quorum was not established. Approval of the meeting summary will take place at November's meeting.
2. **Presentation:** None
3. **Public Comments:** Park Safety Council members and staff introduced themselves.
4. **Staff Report:** Keith Meyerl gave a breakdown of how the park maintenance is conducted. Parks Recreation and Community Services staffing is directly related to how many parks are in a particular district. Total staffing is approximately 100. Staff conducts normal duties as well as completing requests submitted to 630-CITY (2489). They also complete facilities management requests. Parks Recreation and Community Services works closely with the Risk Management Division. There is an individual in the Risk Management Division that is assigned to conduct inspections on the various parks. Parks Recreation and Community Services gets those inspections weekly and replies to the Risk Management Division on the progress of the issues that are identified.
5. **Chair's Report:** Chair Tyson posed several questions:
 - Will the Parks Recreation and Community Services Department be aiding the Park Safety Council in the establishment of the safety program policies and standards? If so, will a list be provided as to who will assist the Park Safety Council with creating them, seeing as there are so many parks to cover? Ms. Moore stated that it was mentioned in a discussion during the previous meeting that perhaps the parks could be divided into sections with a captain over the various sections who would report back to the Park Safety Council.

The Parks Recreation and Community Services staff and Mr. Magnus, who is part of the Risk Management Division will provide the Park Safety Council with support. Ms. Moore will act as a liaison between the Park Safety Council and the administration.

- Who will be writing the policy and standards down, and should another meeting be setup to get started? Ms. Moore stated that through the Chairs leadership the Park Safety Council can start writing policies and standards as soon as today. Parks Recreation and Community Services will take the lead in assisting with the safety standards. Mr. Magnus and his team will follow up with Parks Recreation and Community Services. Ms. Moore stated that she and the Parks Recreation and Community Services team will follow up with Mr. Tyson regarding his questions and concerns.
- How often are the reporting condition evaluations to be provided to City Council, and in what format? Will the Park Safety Council only be reviewing the reports that are provided and making comments on the information provided? Will there be time for the Council to visit the park locations once the reports are given? Ms. Moore stated that any requests or information that the Chair or Park Safety Council has is shared with the Council. The information will come through the Chair of the Park Safety Council to Ms. Godwin-Ware, the Park Safety Council's coordinator. Ms. Godwin-Ware will share that information and if a Council member has the desire to visit a particular park, the visit will be noticed if necessary. Public notice of the park visit should not be necessary if there is only one Council member visiting the park. Ms. Moore stated that she is not sure how often information will need to be provided to City Council from the Park Safety Council but will find out.
- Once the Park Safety Council reviews the report and returns it with comments to Ms. Godwin-Ware, who will create the report for Council? Ms. Moore stated that the Parks Recreation and Community Services team will create the report, but she will confirm that with the administration.
- Chair Tyson encouraged Park Safety Council members to try to visit every park in their area. Chair Tyson suggested the various parks could be mixed and matched to help evenly distribute park assignments since some districts have more parks than others. Chair Tyson advised he may work on dividing up some of the smaller parks among the Park Safety Council members to add to the information that they have been given. Though the Executive Order says the Parks Safety Council, will meet on at least a quarterly basis, Chair Tyson proposed the Park Safety Council meet monthly until it is fully established. After the Park Safety Council is fully established, Chair Tyson suggested the meetings could be changed to bi-monthly or quarterly. Chair Tyson informed the Park Safety Council that he has 30 years of safety experience with 13 of those years with the City of Jacksonville. Chair Tyson stated he wants to ensure the Park Safety Council can do a good job to assist the Parks Recreation and Community Services Department with making sure that Jacksonville parks and

park system is the safest going forward.

6. **Comments:** Magnus Wallen, City Safety Manager introduced himself and agreed that it is a good idea to meet monthly to ensure the Park Safety Council is on the right track. Mr. Wallen reported that there were 35 findings as of October 25, 2021, and advised that meeting quarterly and reviewing every single finding for the entire quarter would be a very large undertaking. There have been 432 findings for parks so far this calendar year. Mr. Wallen explained that the parks are divided into parks per park district and not per council district. The smallest park district contains 62 parks, and the largest park district contains 102 parks. Mr. Wallen stated that he will be spearheading the reporting condition evaluations generated by the Risk Management Division. Mr. James Taylor, Park Facility Safety Officer will also be included in the process once the Park Safety Council is fully established. However, the regulatory portion of the report will have to come from the Parks Department and administration.
 - Chair Tyson stated it will be difficult to accomplish the various tasks the Parks Safety Council has been assigned if there is no quorum during the meetings. Chair Tyson requested the Park Safety Council members try to attend the meetings in person, so the Council can make progress.
7. **Subcommittees and Liaisons:** None
8. **Bruce J. Tyson, Park Safety Council Chair adjourned the meeting at 11:36 a.m.**

NEXT MEETING: Monday, November 22, 2021, at 11 a.m.

LOCATION: Hybrid: Zoom & Physical location 214 N. Hogan St., 5h Floor Conference Rm. 5016

Meetings are recorded. A copy of the audio recording can be obtained through a public records request at MyJAX.Com. or 630.CITY

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