



We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

April 15, 2020
10:30 a.m.
Emergency Meeting
Virtual Board Meeting
<https://zoom.us/j/656381901>
Call in number:
1 (312) 626-6799
Meeting ID: 656 381 901

Agenda

- I. Call to Order
 - A. Roll Call
- II. Approval of Agenda
- III. Approval of Minutes - Pages 2-4
- IV. New Business - Pages 5-7
 - A. Emergency Board Meetings
 - B. NWSRA Covid-19 Update
- V. Closed Session
Closed Session in accordance with Open Meetings Act to consider information regarding:
NONE
- VI. Action as a result of Closed Session
- VII. Adjournment

An extension of the local park districts serving

Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

3000 West Central Road, Suite 205 • Rolling Meadows, IL 60008 • VOICE 847/392-2848 • FAX 392-2870 • TTY 392-2855 • www.nwsra.org

III. Minutes

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA VIRTUAL BOARD MEETING, <https://zoom.us/j/539282552>,
Call in number: 1(312) 626-6799, Meeting ID: 539 282 552
ON THE 15th DAY OF MARCH 25, 2020 AT 10:30 A.M.**

Chairman Risinger called the meeting to order at 10:30 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Bob O'Brien, Hanover Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romjeko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jeff Janda, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Carrie Fullerton, Ben Curcio, Robert Dowling, Mike Clark

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Cathy Splett, Superintendent of Development; and Jessica Vasalos, Administrative Manager as recording secretary.

Approval of Agenda

Chairman Risinger asked for a motion to approve the agenda dated March 25, 2020. Trustee O'Brien made the motion and Trustee Janda seconded the motion. Upon voice vote, the motion was carried.

Mike Clark, Palatine Park District and Carrie Fullerton, Arlington Heights Park District arrived at 10:38 am.

Ben Curcio, Elk Grove Park District arrived at 10:45 am and Lucia Flanagan, Inverness Park District arrived at 10:50 am.

New Business

Executive Director Crawford informed the Board of the steps that NWSRA staff has taken to comply with the Stay at Home order that was placed on the State of Illinois, by Governor Pritzker. Staff have developed a separate Covid-19 budget to ensure that the barest necessities are paid in expenses that include but are not limited to: payments to full time staff (including benefits), payroll expenses, payments for two weeks of sick leave for part time staff mandated by the Federal Government, unemployment payments to part time staff, utilities, rent and ACH payments. Director Crawford also explained to the Board that this budget was developed with any anticipated delays in payment by Member Districts of their assessment payments. It is at this time that Director Crawford asked the Board for any questions they may have. Trustee Talsma, Trustee LaFrenere and the rest of the Board had a discussion regarding new FMLA law changes and how they may effect the Covid 19 Budget. Director Crawford clarified to the Board that NWSRA Part time staff were all laid off as of March 13. This was

communicated to the staff by phone calls, uploaded to the Corona Virus Center on the NWSRA website, sent through Bamboo HR application, as well as emailed to staff. Trustee Talsma will send out the information he discussed to the entire Board as requested. NWSRA will post this information on the NWSRA Directors site.

Executive Director Crawford asked for a motion to approve the ability to transfer any needed necessary funds to the Max Safe 1 account until August 31 or until NWSRA programs and services are able to resume. Trustee Talsma made the motions and Trustee LaFrener seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Lucia Flanagan, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Joy Morgan, Jeff Janda, Jan Buchs.

NAY: None

Adjournment

After no further business, Chairman Risinger called for a motion to adjourn. Trustee Janda made the motion and Trustee Clark seconded the motion to adjourn the March 25, 2020, Emergency Board meeting at 11:15 a.m. Upon voice vote, the motion carried.

Secretary

IV. New Business

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To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: Emergency Board Meetings
Date: April 8, 2020

Typically, NWSRA hosts Board Meetings six times per year, resulting in approximately once every other month. However, during these unprecedented times, the NWSRA staff is requesting the following additional Emergency Board Meetings:

- Wednesday, April 29 at 10:30 a.m.
- Wednesday, May 13 at 10:30 a.m.

The purpose of these meetings will be to present COVID-19 updates and discuss the remaining staff. The regularly scheduled Board Meeting will take place on Wednesday, May 27 at 10:30 a.m.

Motion:

To approve the Wednesday, April 29 and Wednesday, May 13 Emergency Board Meetings to present COVID-19 updates and discuss the remaining staff.

To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: COVID-19 Update
Date: April 8, 2020

With the continued, collective support of Member Park Districts, NWSRA remains committed to addressing the unique physical, social, emotional, cognitive and spiritual needs of individuals with disabilities within our communities. Following for your review is the link to the NWSRA COVID-19 Update:

[Click here to access the NWSRA COVID-19 Update](#)

The presentation may also be accessed on the NWSRA Directors' Site on the Meeting Info page. The presentation includes information on the following points:

- COVID-19 Response Timeline to date
- Staff layoffs
- NWSRA Coronavirus Center for participants and families
- NWSRA Activity Center
- NWSRA Virtual Programming
- Clearbrook partnership
- Current workload for remaining staff during COVID-19 Stay at Home Order
- NWSRA revenue loss to date
- SLSF event changes and initiatives
- NWSRA Board COVID-19 site
- Correspondence with Legislators

NWSRA recognizes its essential responsibility toward maintaining and providing much needed recreational programs and services for individuals with disabilities that live within the 17 Member Park District communities.

NWSRA is so grateful for the continued support of NWSRA Board Members and their Boards, who recognize the essential importance of reducing anxiety, stress, behaviors and enhancing skills of individuals with disabilities through this difficult time. NWSRA recognizes the need for continued review of staff needed to support available programs and services as the COVID-19 situation develops, and will do so on a bi-weekly basis with the Board of Directors while the Stay at Home Order remains in effect.

Motion:

To approve the payment of the 41 remaining staff (16.75% of the total staff) with salaries and benefits to continue to work remotely and offer the identified programs and services until Wednesday, April 29.