

**MRPA Programming Section Meeting  
November 18, 2011  
Fred Wells Tennis Center**

Ryan Parks, Roseville  
Roxann Maxey, Roseville  
Kari Hemp, Bloomington  
Michelle Tessar, Falcon Heights  
Kelly Mertes, Richfield  
Michelle Snider, MRPA  
Ann Mosack, Bloomington  
Al Vandehoef, Inver Grove Hghts  
Teresa Gangelhoff, Mendota Heights  
Laura Knollmaier, Edina

Janelle Crossfield, Eden Prairie  
Tanya Mozingo, Lino Lakes  
Kristin Aarsvold, Edina  
Jenny Kordon, Brooklyn Park  
Brian Hronski, Lino Lakes  
Reed Smidt, Woodbury  
Lindsey Litrenta, Chanhassen  
Ann Davy, Minnetonka  
Sara Woeste, Minnetonka

**Agenda**

- Meeting was called to order by Ann Mosack at 10:08 am

**Welcome and Introductions**

**Additions to the Agenda**

- none

**Approval of Minutes**

- Approved by Kristin A, Second by Roxann M

**Professional Connections**

- MSU – job interviews Dec 2 w/ students – Kristin A & Roxann M are attending

**Topic Discussions**

Small group discussions around: What Works, What Doesn't and How to Improve

Orientation & In-service ideas:

- Richfield
  - Themed orientation
- Bloomington
  - 3 day orientation w/ about 80 staff
  - Tool Box training day – emergency forms, how to work w/ different participants
  - Emailed out manual for forms that had to be returned at training
  - Does an extra training for lead staff a step above what other staff get – all city staff attend so that lead staff know each other from pool, playgrounds, camp, sports, etc...
- Roseville
  - Full week of training w/ about 60 staff
  - Amazing Race event to get to know parks & answered questions from the manual at each site they went to
  - Have a returning staff track & new staff track for training
  - Returning staff teach a session during training
  - 1 camp opens the wk after school gets out – returning staff run that camp while other staff are in training
- Edina
  - Sends out the manual in the mail
  - Staff need to read the manual before they come to training
  - Staff have to sign off that they read the manual

- Manual in on-site at each site incase staff need to reference
- Returning staff run games
- Inver Grove Heights
  - Has split staff up into teams to play Jeopardy for training
- Brooklyn Park
  - 2 - Saturday trainings w/ about 70-100 staff
  - 1 day is all together, 1 day is at site they are working at
  - Put random “stuff” in the middle of a table & staff had to build something out of the “stuff” in the form of an activity
  - Covered policies & procedures by playing games
  - Had a group quiz
  - Sing greatest camp songs

### Keeping Staff Motivated

- Roseville
  - Staff socials (do get pd to attend)
  - Play “dollars” can purchase items at auction
  - Go to a Saints game & tail gate (do not get pd)
  - Kickball game against Falcon Heights staff mid-season
  - Share highlights / lowlights of the week
  - Staff give play “dollars” to each other
- Bloomington
  - Lifeguard Olympics
- Edina
  - Award theme each week – staff nominate each other
  - Get snacks
  - Make sure that all staff are recognized at least once
- Brooklyn Park
  - Pen Pals between camps – draw names
  - Annual field day – each site presents something & do a staff relay
  - Giant game of capture the flag

### Recruiting & Hiring Ideas

- Fridley
  - During interview process candidates had to lead other candidates in games to show leadership ability
- Brooklyn Park
  - Recruit HS students throughout the year as they volunteer at other City events
  - Leader in Training program is also a feeder for future staff
  - Leader in Training program has a parent / child meeting to set expectations & explain everything
- Roseville
  - Candidates did a short essay on why they want to work & what assets they will bring
  - Need to submit a resume & application on line – could attach other info
- Edina
  - Has a supplemental application
- Group Interviews – Fridley, Shoreview, Elk River

### Discipline

- Roseville
  - sign a contract w/ start & end date
  - Do an eval @ end
  - Sends a letter if staff will not be invited back

- Brooklyn Park
  - Have not asked staff back who are other city staff members kids – tell the city employee to talk to their kids about why not hired back
  - Code of Conduct – no pics of kids from programs on social media, no cell phones, etc...
  - Mid-season evals – hit problems
  - Have had to switch staff locations – this can make a big difference
  - Staff are told on last day of program what their status will be for the next summer
  - Staff complete program evals too
- Edina
  - Got a reprimand form from Eagan
  - Get written up if not following policy
- Inver Grove Heights
  - Have caught ppl on facebook talking about kids from the program – have had to reprimand
- Have had to cut ties / let staff go over the summer – BP, Edina, Roseville
- Many cities hire additional staff as subs or incase they have to let ppl go

#### Other Discussions:

- Roseville
  - staff write weekly reflections – have to turn in each week – good – bad - ½ sheet – use survey.com – couple of questions & room to write
- Brooklyn Park
  - Have staff committees for field day, curriculum, etc... if staff have strong ideas they need to get on a committee
- Edina
  - Survey Monkey at end of session to get parent feedback
- Eden Prairie
  - Puts pictures from events on Facebook for parents can get the photos

#### **Workshop Committees & Roundtables**

##### Upcoming Professional Development

- December 7 Elder Care in Woodbury
- January 24<sup>th</sup> 2 ½ - 3 hr workshop w/ Nat'l speaker Ellen O'Sullivan on trends, active aging, implementing "new normal" – will partner w/ the City of St. Louis Park
- April 11 -13 – Playground Safety Cert. Training in St. Paul
- Cross Collaboration meeting w/ other section chairs will meet early 2012
  - Legal, medical, HR
  - Sustainability
  - Community Engagement
  - Farmers Markets & Community Gardens

##### Leaders in Training Roundtable

- December 1, 10 – 12, Centennial Lks Edina

##### Summer Leadership Workshop

- John Stutzman will chair – contact John if you would like to help

#### **Casual Connections Update**

- Met on November 17 in Eagan – about 24 people – mingled in a casual environment w/ other in the field at multiple levels in the field
- Next meeting will be in February at Silverwood Pk, May at U of M
- Is a valuable networking opportunity for students too

## MRPA Updates

### Staff Report

- Jerry is at USSSA meeting in FL
- Deb is at a Hershey Track & Field meeting in PA
- Strategic Plan email went out – please answer the survey – what are the top 3 points for MRPA to tackle in the first year & if you would like to help
- The strategic plan task force will meet November 28 & bring results to the board on December 7
- Membership renewal for 2012 is happening now
- Board elections are due back early December
- Deb has volleyball books available – email her how many you need
- Meritorious Service award for the programming section – email Michelle your nomination & a ballot will go out
- Deb is on board for Sports Alliance of MN (enhances sportsmanship values) she has served for 10 yrs – would like to provide opportunity for a member to serve – they meet 9x's a yr @ 9:30 am – looking for a member to serve a MRPA rep for 1 yr

### Board Update

- Next board meeting is December 7
- Last board meeting was in Wright Co
- Set budget for 2012
- Sent out proposals for the 2013 conference site in the Twin Cities area – proposals will go to the board on Dec 7
- 2014 conference will be in the Twin Cities, 2015 will be greater MN
- MRPA 75<sup>th</sup> Anniversary is in 2012 – will be 4 major events
  - March/April Chanhassen Dinner Theater
  - May – Twins game on Budweiser Deck (can fit 200)
  - July – Mississippi river boat cruise
  - September – banquet at the conference in Brainerd
  - Will have a poster to highlight last 75 yrs – if you have any old/historical pictures send them to Michelle
  - Will have a 75<sup>th</sup> logo to use
  - May have a Facebook page to add pictures to
  - You Tube video is being made interviewing retired MRPA members w/ history
  - Will receive monthly e-mail updates
  - An issue of the magazine may be dedicated to the 75<sup>th</sup> anniversary
  - More will be presented at the Annual General meeting in Brooklyn Park on January 12
  - Other ideas send to Michelle [snider@mnrecpark.org](mailto:snider@mnrecpark.org)
- 3 Twins Park & Rec Days
  - 75<sup>th</sup> game of the season is a P&R day and MRPA will be recognized

2012 Conference Call for Proposals email went out – if you want to present or know of someone who could present or have a topic you would like to see email Kari at [khemp@ci.bloomington.mn.us](mailto:khemp@ci.bloomington.mn.us)

**Next meeting: December 16, 10:00 am, New Brighton (tentative)**