



**PARKS & RECREATION STEERING COMMITTEE**  
**Committee Meeting Agenda**

**Thursday, April 19, 2018**

**IRMA Office**

**4 Westbrook Corporate Center, Suite 940**

**Westchester, IL**

**(Map attached)**

**8:30 a.m.**

**New Location**

**I. CALL TO ORDER**

**II. PRESENTATION/PROGRAM**

*Response to Critical Incidents* – Northbrook Police Officer Matthew Johnson

**SHORT PRESENTATION:**

IRMA's New Video Streaming - Jennifer Swahlstedt, Risk Management & Training Manager

**III. PARKS & RECREATION STEERING COMMITTEE OPERATIONS**

- A. 2018 Steering Committee Officers (pg. 1)
- B. 2018 Steering Committee Meeting Dates (pg. 2)
- C. Statement of Committee Responsibility and Structure (pg. 3)
- ✓ 2019 Officer Elections/Vice Chair Position Nomination & Vote (pg. 5)

**IV. IRMA GRANTS, AWARDS & POOLED PRICING**

- A. Grant Program Guidelines (pg. 6)
- B. Grant Program Revisions (pg. 8)
- C. 2018 Pooled Pricing (pg. 9)
- D. Grant Applications:
  - 1. Accreditation/Reaccreditation Grant Program (pg. 10)
  - 2. Injury Prevention Grant (pg. 13)
  - 3. List Assist Equipment Program (pg. 16)

**V. 2017 SPECIAL TRAINING PROGRAMS**

- A. Mower Safety, Train the Trainer – April 24 (pg. 18)
- B. Mower Safety – April 23, April 25, & April 26 (pg. 19)
- C. Safe Operations & Towing of a Trailer – April 27 (pg. 20)
- D. Trench & Excavation Safety – May 8 & May 9 (pg. 21)
- E. OSHA 10 Hour – May 21-22 (pg. 22)
- F. Implementing Drones in the Public Sector – Joint Steering Committee, June 21 (pg. 24)

**VI. NEW IRMA BEST PRACTICES / MODEL POLICIES**

- A. Illinois OSHA Update (pg. 26)
- B. Succession Planning – Best Practices & Model Policy (pg. 27)
- C. Near Miss Reporting – Best Practices & Model Policy (pg. 38)

**VII. ADDITIONS TO AGENDA**

**VIII. CONFIRMATION OF NEXT MEETING**

Date: June 21, 2018, Joint Steering Committee

Time: 8:00 a.m. Registration, 8:30 a.m.-12:30 p.m. Program

Location: Two Westbrook Corporate Center, Conference Center, Westchester IL

Topic: Implementing Drones in the Public Sector,

Speaker: Brendan Stewart, President, Aerovista Drone Academy

**IX. ADJOURNMENT**

✓ **Vote needed**