

MINUTES

TUKWILA POOL ADVISORY COMMITTEE

June 5, 2013

Tukwila Community Center

Meeting Room B

FINAL

ATTENDANCE: Jeri Frangello-Anderson, Vanessa Zaputil, Dave Puki, Bryan Nelson, Stephanie Gardner

Commissioners: De'Sean Quinn

CALL TO ORDER: 7:05 Dave Puki

APPROVAL OF MAY 8, 2013 MINUTES:

Vanessa Zaputil made motion to accept April 3, 2013 minutes, Jeri Frangello-Anderson seconded the motion

Business Items:

Vanessa asked to remove Business Items "5A" Executive Director Process and "5C" RFP for Legal Services from the agenda due to Verna's recommendation. The Commissioners have elected a sub committee consisting of Alan, Kate and Dennis to take on this task and bring back a recommendation to the board. Once the board has reviewed the Commissioners will determine if it should be sent to TPAC for review. So moved, business items 5A and 5C were removed from the agenda

Business Item 1) Scholarship Program legal review outcome: Stephanie indicated that Lisa Marshall had reviewed the Scholarship Policy and the only question that was raised was the policy number given. Stephanie indicated that there was a new policy number assigned.

Dave asked Stephanie if it would be possible to get a copy of all policy categories. Vanessa commented that she was happy about the link associated with the MPD/Pool website for a link to the scholarship program. Discussion about creating a policy and procedures section for the MPD website and adding the new scholarship policy. Jeri made motion to for MPD to post policy and procedures on website creating a section in their records and adding new scholarship policy. Bryan seconded.

Business Item 2) Update on Summer School Swimming Program: Stephanie indicated that Malcom and Amy have been talking with the school district indicating that there are programs available for summer. Parks and Rec working with pool and developing a new program. Dave mentioned Deadwood Recreation Center has been following the Tukwila Pool and has a great website. Dave and Vanessa also spoke about a previous council meeting where the new Superintendent is very supportive of the fall swim program. Stephanie and Amy to distribute flyers prior to the end of school. Vanessa suggested that these flyers also be posted on the website to ensure that Tukwila kids who do not attend the district are informed. Dave offered to help with anything they may need. Stephanie indicated that the cutoff for the Fall and Winter program printing is June 20<sup>th</sup>. Dave wanted to thank Amy and Malcom for putting the fall swim program together.

Business Item 3) Update on King County Community Transformation Grant: The grant is being offered by Children's Hospital for promoting a healthy lifestyle. Amy to spend ¼ time writing policies for:

Single Gender Swim

3<sup>rd</sup> Grade Voucher

Translation Materials

Lifeguard Promotion

Seattle Children's has a great program to get everybody to swim, this would benefit all. Increasing participation for the Tukwila Pool

Business Item 4) Incorporating Patron Feedback Suggestion Box: Vanessa presented a rough draft of how this would look, including a spreadsheet for tracking, sign, suggestion form. De'Sean indicated that partnering with staff for reviewing all suggestions would be a big plus. This would help develop partnerships with the pool staff and TPAC to review suggestions on a monthly or quarterly basis. Immediate needs would need to be presented to staff so they could be addressed. De'Sean also mentioned that TPAC would add a standing agenda item to meetings to include all suggestions. Dave mentioned that TPAC would review prior to submitting to the board. Bryan indicated that we should also ask the board how they would like the information to be presented. Bryan provided a spreadsheet tracking example, TPAC to work out a rough presentation for the June MPD meeting over the weekend to clean up the signage, verbiage, suggestion form, etc. to present to the MPD Commissioners.

De'Sean exited meeting 8:00

Stephanie did mention a concern about following the City of Tukwila's Personnel procedures regarding the suggestion form and any comments that may be directed to employees. TPAC agreed that following personnel procedures would be followed.

Business Item 5) Best Practices: TPAC agreed that this should be moved to the July 8<sup>th</sup> meeting due to time constraints and being able to ask board for guidance.

Vanessa and TPAC thanked Bryan for all his work this past year with TPAC. Vanessa asked about the current vacancies for TPAC and the website advertising for new applicants. Stephanie indicated that staff is contacting previous applicants to see if there is still interest.

Stephanie handed out a flyer regarding the OPMA training coming up and that 2 spots were reserved for TPAC, Dave indicated that he will be attending.

Vanessa made motion to adjourn and Jeri seconded.

Next meeting scheduled for July 3<sup>rd</sup>, but due to holiday schedule has been rescheduled for Monday July 8, 2013.

Meeting Adjourned 8:30

Minutes: JFA