

Livermore Area Recreation and Park District

Staff Report

TO: Chair Pierpont and Board of Directors

FROM: Mat Fuzie, General Manager

PREPARED BY: Mat Fuzie, General Manager

DATE: September 8, 2021

SUBJECT: CAPRI Evaluation

COMMITTEES: N/A

RECOMMENDATION: The Board of Directors should accept the report from CAPRI and discuss the deficiencies that caused our rating to lose 3 out of 100 points.

BACKGROUND: CAPRI (California Association of Park and Recreation Indemnification) is our insurance Joint Powers Agreement (JPA). As a pool of recreation district joined together for insurance purposes CAPRI has a very small staff including an Executive Director, Safety Analyst and two office administrators. CAPRI also has a Board of Directors made up from the membership agencies of the JPA. As part of an ongoing attempt to reduce insurance costs across the membership, CAPRI does evaluations of each district through site visits. Our site visit was August 17, 2021, which generated the attached report.

Our score on the evaluation is 97 out of 100 which is an excellent rating. We were docked 3 points for 3 specific items.

1. Our IIPP Injury Illness Prevention Plan was not dated for this year which would indicate it was not updated. REMEDY: Our IIPP has been reviewed and dated for this year. There were no updates necessary.
2. We do not require our employees to provide proof of personal insurance on file and CAPRI asks for this. CAPRI is going to discuss this at their Board of Directors meeting. We pointed out that the requirement does not meet the intent since employees in California are required to have insurance in order to have a valid drivers license. We found that the staff time necessary to chase down employees in order to comply with this request was significant, unnecessary and did not guarantee that employees were insured at all times. We are recommending that we put employees on notice that California Law requires a driver to be insured and keep that notice in their file.
3. Our ADA Grievance policy was not clearly available on our website. REMEDY: We will be complying with this in our re-structuring of the website.

We will be receiving the Ted Winslow Safety Award during this cycle which will be presented at the CARPD conference.





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August 30, 2021

Mr. Mathew Fuzie
Livermore Area Recreation and Park District
4444 East Avenue
Livermore, CA 94550
Email: mfuzie@larpd.org

VIA EMAIL ONLY

Dear Mr. Fuzie:

Thank you for the time devoted to the Cycle XVII District Visit that occurred on August 17, 2021.

As you know, CAPRI is a risk-sharing pool, which means that the effective risk management and loss prevention efforts of every member district have a direct impact on the results of the entire pool. The District Visitation Program is one of the many resources that CAPRI provides its members to enhance those efforts.

The enclosed report contains evaluations and recommendations which are the result of a survey of select facilities and our review of District administration and operations. In accordance with CAPRI guidelines, we ask that the District respond in writing to any recommendations within 45 days of this letter.

If you have any questions about the enclosed visitation report, please call our office.

Sincerely,

Kirk Andre

Safety Analyst





CAPRI

DISTRICT VISIT REPORT

Cycle XVII



**Visit Conducted On:
August 17, 2021**

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EXECUTIVE SUMMARY

This report is merely a summary of CAPRI's survey and cannot and does not address every potential unsafe practice or condition of the District. Due in part to the limited nature of the visit and the narrow scope of CAPRI's review, this report should not be relied upon as a thorough audit of District facilities or confirmation that all necessary and appropriate risk management practices of the district are in place. Furthermore, CAPRI, its staff and Board of Directors, neither assume responsibility nor warrant nor represent that the facilities, work sites, operations, and/or equipment surveyed are safe or healthful or in compliance with any with state, federal, and local law, regulations, and/or ordinances including, but not limited to, compliance with the American Disabilities Act.

Starting in Cycle XVII, CAPRI will have a new percentage-based grading scale. If the District scores 90-100%, they will receive an "Excellent" score and receive the CAPRI Ted Winslow Safety Award. Districts that score an 80-89% will receive a "Very Good." Districts that score 70-79% will receive a "Good." Districts that score 69% or lower will receive a "Needs Improvement."

The criteria below reflect the points under each category. If a certain category does not apply to the District, such as a pool, volunteers, etc., then that category will not be assessed and will not impact the District's final percentage score.

PREPARED FOR:

Mr. Mathew Fuzie
Livermore Area Recreation and Park District
4444 East Avenue
Livermore, CA 94550

STAFF INTERVIEWED:

Mathew Fuzie, General Manager
Alexandra Ikeda, Recreation Department Manager
Jill Kirk, Community Services Manager
Fred Haldeman, Parks and Facilities Manager
Robert Sanchez, Human Resources Technician
Vicki Wiedenfeld, Recreation Supervisor
Nancy Blair, Youth Services Administrator
David Weisgerber, Community Services Supervisor

SITES VISITED:

District Office/Robert Livermore Community Center
Mocho Park
Carnegie Park
May Nissen Park
Robertson Park

SURVEYED BY:

Kirk Andre, Safety Analyst

VISIT OVERVIEW

The District Visitation Program emphasizes risk management, loss prevention, and employment practices and is a unique opportunity for the members to share and learn from the success of other recreation and park districts around the State. CAPRI does not perform “surprise” visits. An appointment is made at least three weeks before a visit takes place unless agreed upon by the District.

The visit to your District was part of an ongoing effort by CAPRI to assist members in running a safe and healthy operation. We want to acknowledge successes and progress, as well as identify areas for improvement. We strive to be a resource, sharing information from your peers around the State about how they reduce losses and manage risk.

The District Visit consisted of reviewing documentation pertaining to the categories in this report and conducting a walk-through survey of your sites. The Safety Analyst has a list of all the parks and facilities for each District and chose the sites to walk-through. The report reflects the sites visited in this report.

OBSERVATIONS, RECOMMENDATIONS, & SCORING

A. FOLLOW-UP ITEMS

From the previous visit, if CAPRI had any recommendations that they have been addressed by the District. If there were no recommendations, it will be noted.

Observation: N/A

Recommendations: There are no recommendations from the last visit.

Follow-Up Items Scoring:

1. 1 Complied with recommendations from prior visitations.
If no recommendation, then this criteria is fulfilled. (1 pt.)

B. SAFETY COMMITTEE

District Safety Committees are required to meet no less than quarterly, with minutes of the meetings sent to CAPRI within 30 days of the date of the meeting. The composition of the Committee should reflect the operations of the District. Strong committees do not stop with recognizing hazards or needed corrections. They follow through on those corrections and document their results. They inspect District sites and review site inspection reports. When necessary, they investigate employee and patron accidents, including near misses. Committee minutes accurately reflect discussions of the agenda items.

Observation: *The District Safety Committee meets at least quarterly. The District provides CAPRI the minutes of the meetings within 30 days from the date of the meeting. Membership within the Committee is representative of the District's operations. The Committee does a very good job in discussing a wide range of topics, including safety and training issues. Facility inspection reports are reviewed by the Committee on a regular basis. The Committee conducts a post-loss analysis of patron and employee accidents. The minutes reflect, in detail, discussions of the agenda items. The District uses Vector Solutions as well as Cal/OSHA trainings. To help prevent COVID-19 the District took precautions and had their Board of Directors Meeting via Zoom and included safety within those meetings. Livermore has now brought their Safety Committee together again and looking forward to having an in-person meeting.*

Recommendations: *There are no recommendations.*

District Safety Committee Scoring:

1. 3 Meetings are held at no less than on a quarterly basis and minutes are timely sent to CAPRI within 30 days of the meeting date. (3 pts.)
2. 1 Membership representative of operations. (1 pt.)
3. 1 Discussions involve a wide range of training and safety topics. (1 pt.)
4. 1 Facilities inspections reviewed by the committee on a regular basis. (1 pt.)
5. 2 Post-loss analysis of patron and employee accidents/near misses if applicable. (2 pts.)
6. 1 Evidence of follow-through on suggested action items. (1 pt.)
7. 1 District actively addressing issues resulting in claims occurring. (1 pt.)
8. 1 Minutes accurately reflect discussions of agenda items. (1 pt.)
9. 3 District is currently using the provided safety training.
(i.e. Vector Solutions, Webinars, and Workshops) (3 pts.)

C. AMERICANS WITH DISABILITIES ACT (“ADA”)

The District should be making demonstrable progress toward making its sites and programs accessible to people with disabilities. The District should perform a comprehensive self-assessment and needs-analysis of its sites at least every five years. The District should prioritize those needs and commit itself to an implementation plan over a reasonable period of time. The District should have established procedures for entering into a good faith interactive discussion when the need for reasonable accommodations is indicated.

***Observation:** The District has a Coordinator for ADA and Section 504. The District has a self-assessment of their sites and facilities and transition plan but is reaching out to Disability Access Consultants to get a proposal to update their self-assessment and transition plan. They are continuing to improve accessibility as they renovate and upgrade their parks and facilities. The District has established procedures for entering into a good faith, interactive discussion as soon as the need for reasonable accommodations are indicated. The District should develop a grievance policy and procedures. The District has done ADA upgrades in the last 24 months including the May Nissen Park that was renovated in 2019 that includes an inclusive playground.*

Recommendations:

Develop Grievance Policy and Procedures.

ADA Implementation Scoring:

1. 1 District has a Coordinator for ADA and Section 504. (1 pt.)
2. 1 Coordinator verifies District’s website is ADA accessible. (1 pt.)
3. 3 Self-Assessment and Transition Plan in place. (3 pts.)
4. 1 Establish procedures for good-faith interactive discussion if reasonable accommodation is indicated. (1 pt.)
5. 0 Grievance Policy and Procedures in place. (1 pt.)
6. 1 District has evidence of completion of an ADA upgrade completed within the last 24 months. (1 pt.)

D. SCREENING AND REVIEW

Public Resources Code Section 5164 prohibits special districts from hiring an employee or volunteer for a position having supervisory or disciplinary authority over any minor if they have been convicted of certain crimes. CAPRI requires the use of a preemployment, criminal background-screening questionnaire. Moreover, all employees and volunteers who work with minors shall first be fingerprinted and pass a background check through the State Department of Justice.

CAPRI further requires that members verify the driving record of anyone who operates a District vehicle or their personal vehicle on District business at least annually. Motor vehicle reports (MVR's) must be current for all such employees. Vehicle proof of insurance must also be current for all those who operate their own vehicles for District business. The District should have the means to deal with a driver who loses their license or whose driving record becomes unacceptable.

California's SB 1343 requires an employer who employs 5 or more employees, including temporary or seasonal employees, to provide at least two (2) hours of sexual harassment training to all supervisory employees and at least (1) one hour of sexual harassment training to all nonsupervisory employees by January 1, 2021, and once every 2 years thereafter, as specified. Training applies to all supervisory employees who are employed and to all new supervisory employees within six (6) months of their assumption of a supervisory position. Districts should have documentation of their supervisors' and employees' training.

Observation: *The District complies with PRC 5164 in that they require all employees and volunteers with direct control or supervision of children to undergo a fingerprint background check. The District maintains a record of the employees who have been fingerprinted and has a system in place to verify that a background check was completed. Their MVRs are current. The District should maintain employee's proof of auto insurance for employees who drive their personal vehicles for District business. Best practice is to verify proof of auto insurance every six months. The District has established written policies for dealing with employees whose driving records become unacceptable. The District complies with SB1343. The District maintains a copies of the Ethics and Sexual Harassment Prevention Training for each Board of Director under their profile on the website.*

Recommendations:

Maintain employees' current personal auto insurance who drive their personal vehicle for District business. Best practice is to verify every six months and obtain the declarations page to confirm the coverage.

Screening and Review Scoring:

1. 0 Maintains employees' current personal auto insurance who drive their personal vehicle for District business. (1 pt.)
2. 1 MVRs complete and current and reviewed by District management. (1 pt.)
3. 1 District has written procedures for unacceptable MVRs or loss of license. Policy is communicated. (1 pt.)
4. 1 Maintains valid copy of California Driver's License on file if employee drives on District Business. (1 pt.)
5. 3 Districts complies with SB 1343. (3 pts.)
6. 3 PRC 5164 documentation. Fingerprints & screening questionnaires. (3 pts.)

E. EMPLOYEE ENTRANCE MEDICAL EXAMINATION

All new, full-time hires are required to be given a post-offer, pre-placement medical exam. Medical exams are not conducted until all other background checks have been completed. Results of those exams need to be kept in a separate, confidential file, other than the employees' personnel files.

Observation: *The District requires post-offer, preemployment medical examinations for full-time employees. Candidates for a position are informed that the offer of employment is conditional upon completion of a satisfactory medical exam. The District does not send a candidate for the medical exam until all other background checks have been completed. The District maintains the medical records in a secure location separate from the employees' personnel files.*

Recommendations: *There are no recommendations.*

Employee Entrance Medical Examination Scoring:

1. 1 Post-offer Preemployment Medical Examinations are required for all full-time employees. (1 pt.)
2. 1 Candidates are informed that offer is conditional, based upon satisfactory exam. (1 pt.)
3. 1 Medical exam is not initiated until all background checks have been completed. (1 pt.)
4. 1 Results of exam are maintained in a manner that protects the employee's privacy. (1 pt.)

F. JOB DESCRIPTIONS

Clear, current job descriptions are required for all full-time and regular part-time positions. Job descriptions clearly identify the essential functions of the position.

Observation: *The District has a current list of job descriptions for all full-time and regular part-time positions. The job descriptions clearly identify the essential functions of each position, including the physical requirements of the job.*

Recommendations: *There are no recommendations.*

Job Descriptions Scoring:

1. 3 Clear, current job descriptions exist for all full-time and regular part-time positions. (3 pts.)
2. 3 Job descriptions clearly identify the essential functions necessary to perform for the job. (3 pts.)

G. VOLUNTEERS

Management should maintain a log identifying all volunteers. When volunteers are used, they are supervised by District personnel. Volunteers receive appropriate health and safety training for the jobs they are performing. A volunteer log is maintained, using applicable job classifications for all volunteers. Volunteers complete an application prior to being accepted to volunteer. The District requires CAPRI-approved Waiver and Release forms for each volunteer.

***Observation:** The District has a current log of all volunteers by job classification. When volunteers are used, they are supervised by District personnel. Volunteers receive appropriate training for the type of service they are performing. The District has volunteers complete an application prior to being accepted. The District requires CAPRI-approved Waiver and Release forms for each volunteer.*

***Recommendations:** There are no recommendations.*

Volunteers Scoring:

1. 3 Management maintains a log of all volunteers. (3 pts.)
2. 1 District Personnel supervise how, when, and where volunteer services are performed. (1 pt.)
3. 1 Volunteers receive appropriate health and safety training. (1 pt.)
4. 3 Volunteers complete an application prior to being accepted. (3 pts.)
5. 1 District requires CAPRI-approved Waiver and Release forms for each volunteer. (1 pt.)

H. PARTICIPANT AGREEMENT, WAIVER, & RELEASE FORMS

Waiver and release forms need to have CAPRI-approved language and printed in correct type-face. They need to be used for all District programs and activities where registration is required. The waiver form should include a description of the activity and the time frame in which the activity will take place. Forms need to be signed by the participant, or in the case of a minor, the minor's parent or guardian. Team rosters should be signed by all team members.

***Observation:** The Participant waiver and release forms reflect the use of CAPRI-approved language. The forms accurately describe the name of the activity, along with the time frame of the activity. These forms are being utilized for all activities where registration is required.*

***Recommendations:** There are no recommendations.*

Participant Agreement, Waiver, and Release Form Scoring:

1. 3 CAPRI-approved language on all forms for all activities where registration is required. (3 pts.)
2. 3 Form accurately describes name and timeframe of activity. (3 pts.)

I. FACILITY USE AGREEMENTS

Facility Use Agreements are contracts between the District and the facility user. The Facility Use Agreement should contain a section with CAPRI-approved indemnification, also known as “hold-harmless” language. The District should establish standards as to when they require facility users to provide liability insurance. When liability insurance is required, the District should obtain a certificate of insurance with the District named as the additional insured and be on the endorsement naming the District as an additional insured on the facility users’ liability insurance policy. When obtained, these documents should be kept on file at the District.

***Observation:** Facility Use Agreements contain CAPRI-approved indemnification language. The District has standards for when renters are required to provide a certificate of liability insurance. When required, these certificates of liability insurance are kept on file.*

***Recommendations:** There are no recommendations.*

Facility Use Agreement Scoring:

1. 3 District’s Facility Use Agreement contains CAPRI-approved indemnification language. (3 pts.)
2. 1 District has standards when to require agreement and when to require liability insurance. (1 pt.)
3. 1 When insurance required, user provides a certificate. (1 pt.)

J. PARKS & FACILITIES

The District's parks and facilities evidence good care and maintenance. Parks and sport fields are inspected on a regular basis and are free and clear of hazards. Park picnic tables, benches, and shade structures do not have broken pieces that could cause injury.

***Observation:** The District's parks and facilities evidence good care and maintenance. The parks and recreation facilities are in good working order. Sidewalks, parking areas, and tire stops are in good condition. Play areas are in good condition and the fill material has been recycled, refilled, or turned over in the past 30 days and appear to meet the standard depth.*

***Recommendations:** There are no recommendations.*

Parks and Facilities Scoring:

1. 3 Facilities evidence good care and maintained. (3 pts.)
2. 1 Parks are well maintained and free of trip and fall hazards. (1 pt.)
3. 1 Park structures are in good condition. (1 pt.)
4. 1 Playground equipment is in good working and functioning condition. (1 pt.)
5. 1 Fill material in playground area has been recycled, refilled or turned over in the past 30 days and appear to meet the standard depth. (1 pt.)

K. INSPECTION & MAINTENANCE

The District should have a regularly scheduled inspection system. Inspection forms should be specific to the needs of the site being reviewed. There should be documentation of repairs made by the inspector during the inspection process. The District should have a documented plan for corrections that cannot be completed during the inspection process. Forms need to be initialed or signed and dated.

***Observation:** A review of the District's inspection reports shows that District inspections take place on a regular basis and are well documented. The inspection forms are site-specific and are signed and dated by the inspector. When larger repairs are needed, the inspector calls in the need for the repair, and steps are immediately taken to initiate repairs.*

***Recommendations:** There are no recommendations.*

Inspection and Maintenance Program Scoring:

1. 3 Regularly scheduled inspection system. (3 pts.)
2. 1 Inspection forms are site and use specific. (1 pt.)
3. 1 All repairs are documented. (1 pt.)
4. 1 Form signed and dated. (1 pt.)
5. 1 All forms reviewed by a supervisor and signed off. (1 pt.)

L. DISTRICT POOLS

The District's pools should be adequately staffed for the number of pool users. District Lifeguards should have received appropriate training and are properly certified. Pool facilities should be well maintained and in good condition. Pool pump rooms should be clean, neat, and well maintained. Water clarity should be maintained at appropriate levels.

Observation: *The District's pool is adequately staffed during normal operations. All lifeguards receive appropriate training and are properly certified with ongoing training. The pool facilities are well maintained and in good condition. Water clarity and PH balance are at appropriate levels.*

Recommendations: *There are no recommendations.*

District Pools Scoring:

1. 3 Pool(s) are adequately staffed for the number of pool users. (3 pts.)
2. 1 Lifeguards have received appropriate training and are properly certified. (1 pt.)
3. 1 Pool facility is well-maintained and in good condition. (1 pt.)
4. 1 Daily log of water condition which includes temperature, PH balance, movement and amount of chemicals added for that day. (1 pt.)
5. 1 Pool has appropriate and fully stocked First Aid Kit and AED. (1 pt.)
6. 1 Pool has operational ADA lift on deck or near. (1 pt.)

M. INJURY & ILLNESS PREVENTION PROGRAM

The District should have an established Injury and Illness Prevention Program (IIPP) that is reviewed at least on an annual basis. The individual responsible for implementing the program should be clearly identified. A system should be in place for evaluating workplace hazards as well as methods and procedures for correcting unsafe or unhealthy conditions. The District should be actively involved with safety training and have a policy for reporting hazards without fear of reprisal. There should also be a system in place to ensure employee compliance with safe and healthy work practices. The District conducts a review of their IIPP at least annually.

***Observation:** The District's Injury and Illness Prevention Program identifies the person responsible for implementing the program. It contains a system for identifying, evaluating, and correcting workplace hazards and unsafe conditions. The District has an active training program and a system in place to ensure employee compliance with safe and healthy work practices. The District has a policy in place for reporting hazards without fear of reprisal. The IIPP was last revised June 2020. The IIPP should be reviewed on an annual basis. The District has a Covid Prevention Plan.*

Recommendations:

The IIPP should be reviewed on an annual basis.

IIPP Implementation Scoring:

1. 1 The District has an IIPP and a person responsible for implementing program is identified. (1 pt.)
2. 1 Established system for identifying, evaluating, and correcting workplace hazards and unsafe conditions. (1 pt.)
3. 1 The District has an active safety and training program. (1 pt.)
4. 1 The District has a policy for reporting worksite hazards without fear of reprisal. (1 pt.)
5. 1 System in place to ensure employee compliance with safe and healthy work practices. (1 pt.)
6. 0 Evidence of annual review. (1 pt.)

N. LIFE SAFETY

Safety Data Sheets (SDS) should be current and available at all appropriate job sites. Fire extinguishers should be currently tagged, and first aid kits properly stocked. Emergency exit lights should be in good working order and fire exits clearly identified and free of obstacles. The District should complete a PPE assessment conducted through a written certification process under CCR 3380. Emergency evacuation plans should be developed along with annual drills to evaluate the effectiveness of the plans.

Observation: *The District's SDS are current and are readily available at the appropriate job sites. The District's fire extinguishers are charged and properly tagged. The building "EXIT" lights are fully functioning and do not contain any burned-out bulbs. Fire exits are clearly identified and free of obstacles. The District has a PPE assessment through a written certification process under CCR 3380. The District conducts emergency drills at least annually. The District has Emergency Action Plans for all their facilities.*

Recommendations: *There are no recommendations.*

Life Safety Scoring:

1. 1 District has an Emergency Action Plan (EAP) California Code of Regulations, Title 8, Section 3220 and 3221. (1 pt.)
2. 1 SDS are current and readily available at the appropriate job sites. (1 pt.)
3. 1 Fire extinguishers currently tagged/certified. (1 pt.)
4. 1 First Aid kits stocked and readily available under California Regulation Title 8, Section 3400. (1 pt.)
5. 1 Emergency exit lights are in working order and fire exits are clearly identified. (1 pt.)
6. 1 District completed a PPE assessment through a written certification process under CCR 3380. (1 pt.)
7. 1 Emergency evacuation plans developed and are properly displayed. (1 pt.)
8. 1 Safety drills are conducted at least annually. (1 pt.)

O. LEGAL & EMPLOYMENT

District should have Employment Counsel or use CAPRI's Labor Law/Employment Services.

Observation: The District explained they use local counsel.

Recommendations: There are no recommendations.

Legal/Employment Scoring:

1. 1 District has Employment Counsel or uses CAPRI's Labor Law/
Employment Services. (1pt.)

SITES VISITED

District Office/Robert Livermore Community Center

The Community Center consists of three buildings and encompasses 73,000 sq. ft. which includes an abundance of green space surrounding the Center. The District Office is the front building. This attractive complex is of stone and stucco construction. The first floor provides ample meeting and classroom space. Also included in this complex is a large, designated area for senior programs. This section includes a dining area and preparation kitchen, library, gas fireplace, computer center, recreation room, and classrooms, to name but a few of the amenities available to the senior participants.

Also located within this complex are an aquatic center and a big gym with a large drop-down projection screen. The gym includes a shower and locker room. The aquatic center contains two (2) pools, a lap pool, and a zero-entrance pool that provides easy access for individuals of varying physical capabilities. The pool complex has two water slides for added enjoyment of the complex.

The District installed a covered parking lot structure with solar panels to help with keeping the buildings more energy efficient. The grounds also have a beautiful community garden.

Site Photos:









Mocho Park

This 3.6-acre park is located at 1130 Mocho Street which has a tot-lot and picnic tables.

Site Photo:



Carnegie Park

This park is located at 2155 3rd Street. The Carnegie building was built in 1910. Livermore Area Recreation and Park District maintains and operates the Carnegie building and the City of Livermore maintains and operates Carnegie Park.

Site Photo:



May Nissen Park

This 12.2-acre community park is located at 685 Rincon Avenue. The park is named after May Nissen in 1962 who was a longtime Livermore teacher. The park was renovated in 2019. Amenities include basketball courts, library, restrooms, horseshoe pits, sports field, tennis courts, and dog park. The May Nissen Swim Center is also part of the park and was being resurfaced at the time of my visit. The baseball/softball fields were renovated in 2009 and renamed the Randy Johnson Junior Giants Field.

Site Photos:









The gorgeous May Nissen playground from overhead | Photo: Julia Gidwani

Robertson Park

This 110.3-acre park is located at 3200 Robertson Park Road. Amenities include a tot lot, picnic tables, dog park, horseshoe pits, Equestrian Center, and synthetic fields. The Equestrian Center is currently closed for maintenance. This is the location of the annual Livermore Rodeo which is held on the second weekend of June.

Site Photos:







CONCLUSION & SCORING

<i>Follow-Up Items Scoring:</i>	<i>1 of 1</i>
<i>District Safety Committee Scoring:</i>	<i>14 of 14</i>
<i>ADA Implementation Scoring:</i>	<i>6 of 7</i>
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<i>Job Descriptions Scoring:</i>	<i>6 of 6</i>
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<i>Participant Agreement, Waiver, and Release Form Scoring:</i>	<i>6 of 6</i>
<i>Facility Use Agreement Scoring:</i>	<i>5 of 5</i>
<i>Parks and Facilities Scoring:</i>	<i>7 of 7</i>
<i>Inspection and Maintenance Program Scoring:</i>	<i>7 of 7</i>
<i>District Pools Scoring:</i>	<i>8 of 8</i>
<i>IIPP Implementation Scoring:</i>	<i>5 of 6</i>
<i>Life Safety Scoring:</i>	<i>8 of 8</i>
<i>Legal/Employment Scoring:</i>	<i>1 of 1</i>

Total Score: *97 of 100*

Congratulations! Your District scored 97% and earned a rating of Excellent.

There were three recommendations made during this visit.

- 1. Develop Grievance Policy and Procedures.*
- 2. Maintain employees' current personal auto insurance who drive their personal vehicle for District business. Best practice is to verify every six months and obtain the declarations page to confirm the coverage.*
- 3. The IIPP should be reviewed on an annual basis.*

Sincerely,

Kirk Andre, Safety Analyst