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SPECIAL  
BOARD MEETING AGENDA

Tuesday, February 28, 2023  
Hubbard Arts Center

6:00pm

NEW BUSINESS

- A. Expectations of Locker Room and Restroom Usage *(action required)*  
*Chris Drum, Superintendent of Recreation*

ADD ONS



**OUR VISION:**  
INSPIRE THE HIGHEST QUALITY OF LIFE THROUGH EXCEPTIONAL EXPERIENCES.



## MEMORANDUM

TO: DRC BOARD MEMBERS  
FROM: Chris Drum, Superintendent of Recreation  
DATE: February 27, 2023  
RE: EXPECTATIONS OF LOCKER ROOM & RESTROOM USAGE

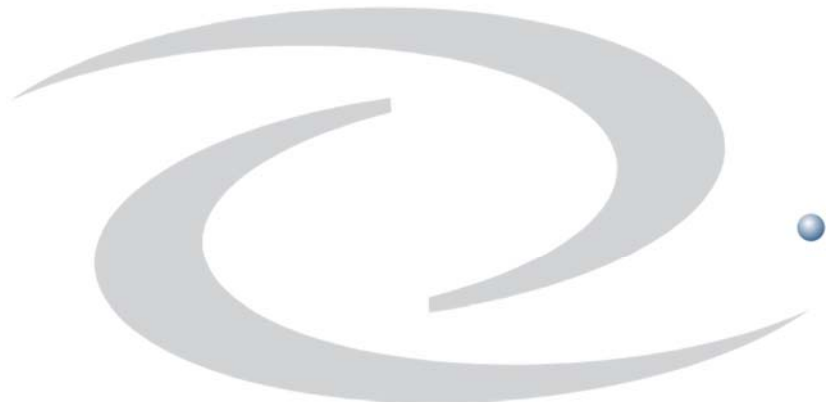
Following the DRC Special Board Meeting on February 22<sup>nd</sup>, the DRC Board Chairman requested that staff develop a set of expectations and standards for locker room and restroom usage that is in line with legal counsel and responsive to public concerns.

After extensive work with DRC Attorneys, staff has developed expectations for usage of DRC locker rooms and restrooms for the Board's consideration.

Staff would like to recommend the Board adopt this set of expectations. These expectations would be enforced immediately pending Board approval.

### ATTACHMENT:

Derby Recreation Commission Expectations of Locker Room and Restroom Usage





## Derby Recreation Commission Expectations of Locker Room and Restroom Usage

### Background

The Derby Recreation Commission is committed to providing a safe, comfortable and friendly environment for our guests and employees. Everyone deserves to be treated with respect and dignity including while involved in such basic human activities as using a restroom or locker room. Derby Recreation Commission facilities are intended for all individuals who wish to enjoy our services.

### Expectations of Use

The Derby Recreation Commission offers a variety of locker rooms and restrooms, so all guests and staff are able to utilize the locker room and restroom space in a safe manner.

Men's Locker Rooms are expected to be used for the purpose of changing clothes, taking a shower or using the restroom by male guests. Women's Locker Rooms are expected to be used for the purpose of changing clothes, taking a shower or using the restroom by female guests. Inappropriate or threatening behavior will not be tolerated. Anyone who feels threatened or unsafe in a locker room or restroom should immediately notify a DRC staff member or contact the front desk, so that a DRC staff member may take appropriate action under the circumstances, potentially involving law enforcement, if necessary.

The DRC Universal/Private Locker Room is a private facility that can be used by anyone. This locker room can benefit many different people, including those assisting persons requiring an attendant, parents with children, or any person who has the need or desire for increased privacy, regardless of the underlying reason.

Any guests requesting additional accommodations or support are encouraged to contact the Derby Recreation Commission Director of Facilities.

### Safety Standards

The safety of our guests and employees is our biggest priority. DRC staff diligently monitors all areas of our facilities to ensure safe and enjoyable experiences. In addition to frequent facility checks and monitoring by staff the DRC has the following safety standards in place.

**State of the Art Surveillance System** – The DRC has 124 4K surveillance cameras installed throughout its three facilities including 54 at the Derby Recreation Center. This gives highly effective resolution and staff is able to identify individual faces, automobiles and tag numbers. Cameras are positioned in such a way to identify anyone entering or exiting a DRC locker room or restroom or occupying virtually any area of the facility.

**Emergency Call Buttons** – Emergency call buttons are located at numerous locations at the Derby Recreation Center including the locker rooms. A call button is available directly across from locker room sinks that will establish verbal communication with the front desk and an emergency response if verbal contact is not established after a button is engaged.

**DRC Universal/Private locker rooms** –DRC has a private locker room for any person who has the need or desire for increased privacy.

**Background Checks** – As part of the DRC child safety policy all DRC staff and volunteers receive background checks that include Social Security Verification and Address trace, State and County criminal background check, National criminal background check and Sex Offender Registry Search.

**Emergency Action Plans** – All facilities have regularly reviewed and updated Emergency Action Plans that cover a wide range of procedures including issues where a child is in danger. Staff conducts live drills on various aspects of the plan throughout the year to evaluate effectiveness and training.

**Supplemental Police Security** – Sedgwick County & Derby Police officers are contracted to provide extra security during afterschool times where traffic of students and minors are particularly heavy.

**State Certified Child Care Camps** – Recreation Station summer camp, and our OAC after school program are state certified child care programs and the DRC complies with all applicable state regulations regarding background checks, child/staff ratios, child release etc.

**Kids Zone** – DRC offers the Kids Zone child care for children ages eight and under so they can be in a safe place, located in open sight of all who care to view the area.

**First Aid, CPR and AED training** - All front line facility and program staff are required to be up to date on First Aid, CPR and AED training. Crash bags containing AED units and vital first aid equipment are available in all DRC facilities.