

**Special Recreation Services of Northern Lake County
Safety Meeting Minutes
October 15, 2025**

Meeting was called to Order: The safety meeting was called to order at 9:55am

Board Members Present: Jay Lerner, Errick Beverly, Eric Bradley, Jon Beckmann

Board Members Absent: Kay Petersen

Staff Members Present: Teresa Hayhurst, Maria Owens, Jen Dumas, Kari Robinson

Staff Members Absent: Kelsey Benson

I. Approval of Minutes from April 9, 2025

A motion to approve the minutes from July 9, 2025 meeting was made by Jon Beckmann and second by Errick Beverly.

II. Incident Reports:

Hayhurst reported on a participant tripping over parking block in ARC parking lot prior to program. WPD submitted an Incident report.

I. PDRMA

Hayhurst reported on uploading PDRMA July, August & September monthly invoice to TEAMS to be paid, forwarding PDRMA LRN Alert - 25-06 – Progressive Discipline Resource to SRSNLC staff, Owens attending the Claims Reporting for Claims Contact & Alternates 9/10/25, Hayhurst registered for the following PDRMA trainings: Safety Coordinator Update Webinar Series & OSHA and Safety Program Administration for SRA Leadership and Staff, Owens registered for the following PDRMA trainings: Safety Coordinator Update Webinar Series, OSHA and Safety Program Administration for SRA Leadership and Staff & Legal Update & Discussion Webinar, Hayhurst & Owens updated policies 23.0 Code of Conduct & 14.0 Participant registration Information, Hayhurst & Owens finalized 2025 PDRMA kickoff form, Hayhurst & Owens scheduled meeting with Kyle Saros to go over the ERMF (Essentials of Risk Management Form).

II. PDRMA Legal Consult: None to report.

VI. Meeting was adjourned at 9:58 am. Motion made by Jay Lerner and second by Errick Beverly.