



Cuyama Valley Recreation District

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June 19, 2014

Santa Barbara County Grand Jury
1100 Anacapa Street
Santa Barbara, CA 93101

Dear Grand Jury members,

Please accept the enclosed information in regards to the Grand Jury Investigation for the Cuyama Valley Recreation District (hereafter referred to as "District"). I will outline the recommendations and our response below, the attachments are included for your reference.

Recommendation 1: Formulate Annual Objectives for the Recreation Director so that a proper review can be conducted.

Dorothy Batiste, the Recreation Director at the time of the investigation as well as the report, has retired. My name is Angelique Cannon and I was recently hired as the full-time Recreation Director for the District. My probationary review will occur 6 months from my hire date (5/12/14). The Board of Director's preliminary objectives (since I am in a probationary status) as well as the newly formulated Performance Evaluation guidelines are Attachment A.

Recommendation 2: District require all employees and volunteers having supervisory or disciplinary authority over a minor and all future applicants be fingerprinted through the Live Scan system by the California Department of Justice.

The District has started Live Scan fingerprinting all employees as well as volunteers who hold a supervisory or disciplinary authority over minors through the California Department of Justice. A copy of the authorization letter and our Live Scan form that employees and volunteers take with them to the Taft Police Department are Attachment B.

Recommendation 3: District Recreation Director submit an annual comprehensive recreational program plan to the Board.

As the new Recreation Director, I have high expectations for our programs and know they can be achieved. Comprehensive program plans are a work in progress based on the activities that the community desires. Thus far I have created several program plans for new activities such as Youth Soccer, Daddy-Daughter Dance, Family Movie Nights, a Summer Camp collaboration with the Cuyama Valley Family Resource Center, as well as a revision to our Open Hall program.

The District is currently working on a proposal to turn one room in the Recreation Hall into a Community Gym. Funding is the key issue with this project, so it will be an ongoing endeavor. Proposals are currently under negotiation with the larger employers in the Cuyama Valley for this project specifically.

I will continue to update and expand the program plan as new ones are created and past ones are revised. The current program plans are Attachment C

Recommendation 4: Review the Fee Structure for Recreational Activities.

The Board has reviewed our fees and have updated them according to our potential usage and involvement. Being a low-income community, with most of community members on State assistance, charging what larger cities charge would be unreasonable. The fee schedule will be updated as new events and activities are added. The updated fee schedule is Attachment D.

Recommendation 5: District to provide job descriptions and training for all board members, staff, and volunteers.

A staff (and volunteer) Training Manual has been created and will be used to train both current and future employees and staff members. The Staff Training Manual can be reviewed in Attachment E.

Recommendation 6: The District Immediately complete the requisite training in ethics.

The Board and I have just received our Ethics Training Kits from the California Special District Association and will complete them within the next week. Following completion, we have an exam we must complete and send to CSDA in order to receive our certificates.

Recommendation 7: The District should institute meetings with all potential community partners to develop collaborative recreational programs.

I have been in collaboration with the Cuyama Valley Family Resource Center on several projects planned for the summer. As an active member in the Cuyama Valley 4-H, I plan to continue our relationship with them as we have in the past. The Cuyama Valley Family Resource Center hosted a Community Collaborative Summit last week and as an attendee I was able to utilize this opportunity to

discuss several of my intentions with recreation in the Cuyama Valley. This forum provided the most ears for my proposals. I have also began attending Exchange Club meetings where I've discussed the possibility of partnering in order to write Grants that have requirements for applicants to be non-profits. Our Board and I are also involved with the Parent's and Booster Clubs, working toward developing partnerships for grants and fundraising opportunities in the near future.

I hope you find the enclosed documentation informative as well as an indication for what the Cuyama Valley Recreation District has planned for our future. Our Board and I have many goals for our District's future and we are certain that we are now headed in the right direction.

Please feel free to contact me or our Board if you have any further questions or require any additional information.

Sincerely,

A handwritten signature in cursive script that reads "Angelique Cannon". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Angelique Cannon
Recreation Director