



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Jai Cole, Executive Director

FROM: Sara Baldwin, Deputy Director/COO

DATE: April 21, 2023

Agenda

**Administration and Board Management Committee
(Committee of the Whole)**

Wednesday, April 26, 2023 – 5:30 pm

Boardroom, Herrity Building

Chairman: Faisal Khan

Vice Chair: Maggie Godbold

1. Accreditation Update (with presentation) - Information



If accommodations and/or alternative formats are needed, please call (703) 324-8563. TTY (703) 803-3354

Board Agenda Item
April 26, 2023

PRESENTATION – 1

CAPRA Accreditation Update

In June 2023 the Park Authority will participate in the reaccreditation review by visitors from the Commission of Parks and Recreation Accreditation (CAPRA). The Park Authority was first accredited in October 2008 and reaccredited in 2013 and 2018. A reaccreditation visit is required every five years to review the Authority's evidence of compliance as it relates to the 154 standards.

At this meeting, staff will share information on the timeline for CAPRA Accreditation, the Park Authority Board's role in accreditation and information on the CAPRA Review Team virtual visit process.

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee Vosper, Deputy Director/CBD
Ryan Carmen, Director, Golf Enterprises Division
Kim Eckert, Director, Park Operations Division
Laura Grape, Director, Resource Management Division
Brendon Hanafin, Director, Planning and Development Division
Mike Peter, Director, Business Administration Division
Cindy Walsh, Director, Park Services Division
Susan Kalish, Director, Marketing and Communications Office
Allison Rankin, Management Analyst



Accreditation Update

APRIL 26, 2023



What is Agency Accreditation?

Agency Accreditation is a process of appraisal whereby park and recreation agencies of all types and sizes can demonstrate that they meet the requirements (standards) to provide ongoing quality programs, services, and facilities to their residents.



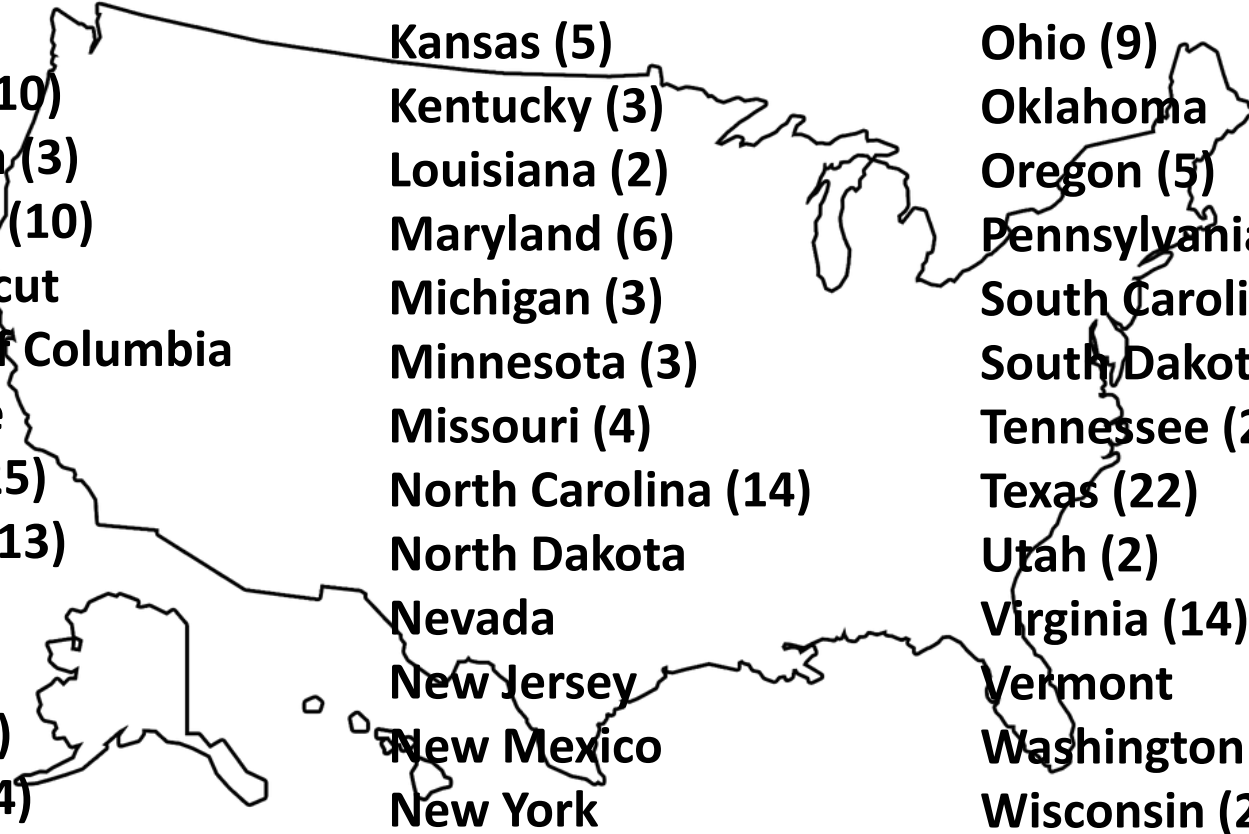
Who is CAPRA?

The **Commission of Accreditation of Park and Recreation Agencies** is a 15-member board composed of representatives from:

- National Recreation Park Association (NRPA)
- American Academy for Park and Recreation Administration (AAPRA)
- International City/County Management Association (ICMA)
- Council of State Executive Directors (CSED)
- The Academy of Leisure Sciences (TALS)
- National Association of County Park and Recreation Officials (NACPRO)
- Armed Forces Recreation Network (AFRN)



193 Accredited Agencies



Alabama	Kansas (5)	Ohio (9)
Arizona (10)	Kentucky (3)	Oklahoma
California (3)	Louisiana (2)	Oregon (5)
Colorado (10)	Maryland (6)	Pennsylvania
Connecticut	Michigan (3)	South Carolina (5)
District of Columbia	Minnesota (3)	South Dakota
Delaware	Missouri (4)	Tennessee (2)
Florida (25)	North Carolina (14)	Texas (22)
Georgia (13)	North Dakota	Utah (2)
Hawaii	Nevada	Virginia (14)
Iowa (2)	New Jersey	Vermont
Illinois (8)	New Mexico	Washington (3)
Indiana (4)	New York	Wisconsin (2)



The CAPRA Standards

- 1.0 Agency Authority, Role and Responsibility
- 2.0 Planning
- 3.0 Organization and Administration
- 4.0 Human Resources
- 5.0 Financial Management
- 6.0 Program and Services Management
- 7.0 Facility and Land Use Management
- 8.0 Public Safety, Law Enforcement and Security
- 9.0 Risk Management
- 10.0 Evaluation and Research

Example Standard

7.1 – Parkland Acquisition Procedures



Standard: The agency shall have established policies and procedures for the acquisition of lands for park, recreation, conservation, and historical-cultural purposes that are backed by legal authority and periodically reviewed. This authority usually originates in state enabling acts, is delegated to local governments and is implemented through local charters and ordinances.

Suggested Evidence of Compliance: Provide policy and procedures for land acquisition, the citation of legal authority to acquire lands, and last review.



Reaccreditation Process

- Submit annual reports
- Apply for reaccreditation (every 5 years)
- Gather evidence of compliance & complete self assessment (Submitted on March 31st)
- CAPRA initial review
- CAPRA visit team assesses evidence
- Visits FCPA virtually (June 12-16)
- Commission reviews visit report
- Accreditation Hearing - October 2023

Reaccreditation

- 154 standards - 10 major categories
- 100% of the 36 fundamental standards must be achieved - Met
- 95% (112 of remaining 118) of non-fundamental standards must be Met
- Met or Unmet
- **FCPA SUBMITTED 967 DOCUMENTS AS EVIDENCE**





Why is Accreditation Valuable?

- Accredited agencies report statistically significant higher staff motivation
- Provides groundwork for regular review of operations, policies and procedures and promotes continual improvement
- Provides an assurance to the public that we are meeting national standards of best practice
- Fosters a sense of teamwork and pride among staff



What has changed?

- The Standards were updated in 2019
 - 3 new standards added
 - 4 existing standards were revised
- NRPA created an online portal to submit narratives and links to evidence documentation
- Reaccrediting agency visits are all-virtual
- Visitation team will do the majority of the review prior to the week of the virtual visit



FCPA Visit

- Scheduled for June 12 – 16, 2023
 - Preliminary meetings with visit team to determine schedule
 - Meetings during visit week to review documentation, answer follow-up questions, share videos to showcase Park Authority sites and programs
 - End of week meetings to conclude visit
- Three person visit team
 - Chair - Ryan Davis, Miamisburg Parks and Recreation Department, Ohio
 - Joyania Hawthorne, Parks and Recreation Assistant Director, St. Lucie County, Florida
 - Cord Sgaglio, Athletic Coordinator, Spartanburg County Parks Department, Spartanburg, SC



Questions?
