

ORDINANCE NO. 90-22

**AN ORDINANCE REPEALING AND REPLACING
ORDINANCE NO. 14-20, PASSED JANUARY 27, 2020,
RELATIVE TO THE SEXUAL OFFENDER PLAN OF
ACTION POLICY FOR THE MEDINA COMMUNITY
RECREATION CENTER.**

WHEREAS: Ordinance No. 14-20, passed January 27, 2020, adopted a Sexual Offender Plan of Action Policy for the Medina Community Recreation Center; and

WHEREAS: It has been requested to approve an amendment to the policy as the verbiage is outdated.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY
OF MEDINA, OHIO:**

SEC. 1: That Ordinance No. 14-20, passed January 27, 2020, be and the same is hereby repealed.

SEC. 2: That the Mayor is hereby authorized to adopt a new MCRC Sex Offender and Facility Usage Plan of Action, marked Exhibit A, attached hereto and incorporated herein, subject to the Law Director's final approval.

SEC. 3: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: April 25, 2022

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: April 26, 2022

SIGNED: Dennis Hanwell
Mayor

MCRC Sex Offender and Facility Usage Plan of Action

ORD. 90-22
RKH. A
"New"

Purpose

This plan of action was developed as a pro-active approach to decrease the probability of an incident with a known sexual offender occurring in the facility. It is understood that these policies and procedures will not ensure prevention, however we can decrease the likelihood of an occurrence happening with the development of this plan of action.

Objective

By taking a pro-active approach in the form of identification, awareness, and communication among staff, we will decrease the chances of a sexual offense occurring within the facility. It has been recommended by the City Law Department that a convicted sexual offender not be allowed access into the Center. The denial of admittance is all-inclusive -- facility use, membership, programs and rentals. This denial has been deemed the most effective method of ensuring the safety of the MCRC patrons.

Plan of Action: Medina Rec Photo ID and Visitor Policy

The Medina Community Recreation Center will require a state issued photo ID or school ID for all new members and visitors over the age of sixteen upon purchase of membership and day passes. A photo ID can be requested at any time by Medina Rec employees for verification of name, age, address, or eligibility for specific membership types and will be used to check patron against the National Sex Offender Registry. Photo ID may be required to pick children up from camps and programs.

All non-member visitors will be required to sign in on the daily pass log sheet. The only exception to the sign in log is for those attending large mass-gathering events like swim meets, basketball, special events and large rentals.

All new and renewing members and daily visitors will be checked against the National Sex Offender Registry. If a known sexual offender obtains or attempts to obtain facility access, they will be asked to leave and will be notified of our policy. It is not the intention for the MCRC to harass a sexual offender. The primary focus is awareness by selected staff employees of a convicted sexual offender in the MCRC.

This policy statement is to be delivered to the known sexual offender by the Manager On Duty (MOD) or Full Time Staff without personal opinion, verbal or physical intent. The individual should be treated respectfully and lawfully. The Policy Statement will be available at the MOD workstation at the front desk.

Policy Statement

The MCRC takes a pro-active approach to decrease the probability of an incident with a known sexual offender occurring in the facility by means of a written policy.

This policy states that an individual that has been convicted of a sexual offense is denied access into the MCRC.

The denial of access is all-inclusive – facility use, membership, programs and rentals.

In lieu of this policy, this is to inform you that you are denied access into the MCRC facility.

If a refund is requested, a Refund Request Form will be filled out on your behalf and submitted to the MCRC Director.

Any future attempts to enter the facility will directly result in police assistance.

ORD. 90-22
"BLD POLICY"

MCRC Plan of Action Sexual Offenders and Facility Usage

Introduction

The Medina Community Recreation Center (MCRC) continually strives to provide a safe environment for patrons of all ages while in the facility. The MCRC has developed a Policy and Operations Manual, which established guidelines for the facility, and equipment usage, which ensure overall safety and consistency for all patrons. The Policy and Operations Manual is a working document, which is continually revised to address new situations and provide additional guidelines as the facility evolves.

Purpose

This plan of action was developed as a pro-active approach to decrease the probability of an incident with a known sexual offender occurring in the facility. It is understood that these policies and procedures will not ensure prevention, however we can decrease the likelihood of an occurrence happening with the development of this plan of action.

Objective

By taking a pro-active approach in the form of identification, awareness, and communication among staff, we will decrease the chances of a sexual offense occurring within the facility. It has been recommended by the City Law Department that a convicted sexual offender will not be allowed access into the Center. The denial of admittance is all-inclusive -- facility use, membership, programs and rentals. This denial has been deemed the most effective method of ensuring the safety of the MCRC patrons.

If a known sexual offender obtains or attempts to obtain facility access, it is not the intention for the MCRC to harass a sexual offender. It is also not the MCRC's intention to cause panic by alerting a patron regarding this individual or to conduct false accusations. The primary focus is awareness by selected staff employees of a convicted sexual offender while in the MCRC.

In the event a sexual offense should occur within the facility, the MCRC will document and report the incident for record keeping purposes; police reports; and, to ensure that this individual will not be permitted to enter the facility. Unfortunately, it is only after a person has otherwise committed an offense that the MCRC can apply this policy and prevent sexual offenders from entering the facility.

Policy and Procedure

Identifying

The primary source for identifying a sexual offender is the use of the Safepoint portal. Safepoint provides a quick method to identify offenders by scanning a state issued ID card and comparing to the state database of convicted offenders. A negative return will display the patron's name in green print. A positive return generates a flashing red screen and accompanying data- date of birth, picture, height, weight and listed offense.

Secondary methods of identification, if necessary, include the Medina Sheriff website, or the Family Watchdog website (www.familywatchdog.us). Each website will perform a search of the state database of offenders for a keyed in name. Positive returns will include date of birth, picture, height, weight and listed offense.

As all attendees are checked at the time of entry/membership purchase, The MCRC photo id policy will lessen the result of an offender gaining access to the facility. Offenders identified will be denied access.

Refusal of Admission

The Front Desk staff member should not confront the individual and therefore allow access into the facility. They will immediately radio the Manager on Duty (MOD) to report to the front desk to confirm the individual's identity. When the individual's identity is confirmed, the MOD will provide the offender a printed copy of the policy statement.

If there is any indication that this individual would display a violent reaction, any and all staff members are not to confront this individual and are to contact the police department for assistance.

The following is the order of authorized MCRC staff who are to approach a known sexual offender:

1. MOD
2. Full-time staff member
3. MCRC Director

Refusal to Exit Facility

In the effort to provide safety for the MCRC staff, if the known sexual offender refuses to be escorted out of the facility, becomes argumentative and/or physically or verbally abusive, a MCRC staff member is **not** to participate in any confrontation.

The MCRC staff member will contact the police department for assistance and keep watch of the individual's location.

Reporting

An MCRC Incident Report will be filled out and forwarded to all involved MCRC staff. Notation of an incident will be noted in the Manager on Duty Notebook / Shift Update and Front Desk Shift Update Report Binder.

If an incident does occur, the Medina City Police Department will be notified immediately.

Notification of Denial of Access

Membership Termination

Once identity has been confirmed that a convicted sexual offender has purchased a membership, the Recreation Center Director and/or Parks Director will contact this member verbally informing them that their membership has been terminated immediately.

Refund

Membership

When an individual purchases a membership and is later identified as a convicted sexual offender, they will be contacted and advised of the MCRC Policy in regard to convicted sexual offenders. If a membership refund is requested, the MCRC will follow normal refund request procedures. This request will be reviewed by the Recreation Center Director and/or Parks Director for approval.

MCRC Policy Statement

Purpose

The following statement is to be recited to an individual that has been convicted of a sexual offense in regard to refusing admission into the facility.

This statement is to be delivered without personal opinion, verbal or physical intent. The individual should be treated respectfully and lawfully. It is not the intent to cause public panic or cause public humiliation or embarrassment to the individual. If possible, the individual should be asked to step away from the front desk when a member of the public is present when this statement is delivered.

Policy Statement

The MCRC takes a pro-active approach to decrease the probability of an incident with a known sexual offender occurring in the facility by means of a written policy.

This policy states that an individual that has been convicted of a sexual offense is denied access into the MCRC.

The denial of access is all-inclusive – facility use, membership, programs and rentals.

In furtherance of this policy, this is to inform you that you are denied access into the MCRC facility.

If a refund is requested, a Refund Request Form will be filled out on your behalf and submitted to the MCRC Director.

Any future attempts to enter the facility will directly result in police assistance.

Policy Location

The Policy Statement will be available at the Manager on Duty work station at the front desk.

Policy Statement
(Sexual Offenders and Facility Usage)

The MCRC takes a pro-active approach to decrease the probability of an incident with a known sexual offender occurring in the facility by means of a written policy.

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