

**River Forest Township
Supervisor's Annual Report
Fiscal Year 2018**

2018 Annual Town Meeting, 4/10/18

SUMMARY

Fiscal Year 2018 was another busy and productive year for River Forest Township. 2017 marked the Township's 100th anniversary, which was commemorated in numerous ways. We continued to actively grow awareness of the Township and its human services-related programs through outreach and enhanced communication. We developed new programs and services and enhanced existing ones. We strengthened ongoing relationships with organizations and other government entities and became actively involved in new partnerships. The Assessor's office was extremely active due to the triennial reassessment in 2017 and provided assistance to hundreds of residents.

Overall, we continued to focus heavily on demonstrating and communicating *the unique and strong value* provided to residents by the Township in the areas of youth, mental health, senior and assessor services.

The Township's most significant accomplishment was the completion of the Health Needs Assessment for River Forest and Oak Park. This project took 18 months to complete and was the result of a multi-partner collaboration. The Needs Assessment provides a blueprint for our strategies over the next 5 years in public health, behavior health, developmental disabilities and substance use.

Efforts in FY2019 will focus on development of a new Township website; further implementation of the Health Needs Assessment; rollout of the "text-a-tip" program to support those with mental health needs; further rollout of the Brain Health Initiative; enhanced senior outreach efforts and development of new senior programs.

FY2018: YEAR IN REVIEW

FY2018 was characterized by a positive local environment of collaboration, cooperation and communication. Activities included:

Internal Operations

- Purchased new color copier/scanner/printer.
- Installed separate phone access line for Assessor in RFCCA lobby.

Financial and Reporting – completed the following financial reports per deadline, submitted final reports to required places and posted/publicized as required:

- FY18 Budget
- FY17 Audit
- FY17 Annual Treasurer's Report
- FY17 Annual Financial Report (AFR)
- 2017 Levy
- FY18 Annual Report of Revenues and Expenditures

River Forest Township Board-Related Activities

- Oriented 2 new Trustees.
- Transitioned to Trustee Liaison representation on Youth Services Committee, Mental Health Committee and Senior Services Committee.
- Commemorated RF Township's 100th Anniversary.
- Recognized by proclamation: retiring RF Fire Chief James Eggert, retiring Township Senior Services Director Desiree Scully-Simpkins; RF Township Trustees Anna Marie Romeo and Mary O'Brien, OPRF Community Foundation Executive Director Kristin Carlson Vogen.
- Complied with newly required Sexual Harassment Policy.
- Adopted new GA manual.
- Updated signators on all bank accounts to reflect new Trustees.
- Served as Board of Managers for RFCCA building.

Regular Meeting Commitments – attended and provided status reports at the following:

- Monthly: RF Township Board of Trustees, RF Administrators Forum, RF Mental Health Committee, OP & RF Township Youth Services Committee, Success of All Youth, IMPACT/IMPACT School Committee, OPRF Workgroup for Positive Youth Development/Leadership Committee (underage drinking grant)
- Quarterly: RF Council of Government (COG), OP & RF Business Managers Meeting, OP & RF Township Seniors Services Committee, OP & RF Community Foundation *Communityworks* Advisory Board and Guidance Team.
- Twice per year: Capital Improvement Committee.

General Communications/Awareness

- Developed 100th anniversary logo and new graphics standards.
- Developed new Township flier for use as a general communication piece.
- Participated in and sponsored Rotary Food Truck rally for 100th anniversary; had successful booth with Wheel of Services, Abraham Lincoln, senior bus.
- Conducted resident interviews related to 100th anniversary.
- Developed new fliers for senior bus and safe disposal of medications.
- Maintained display racks at RFCCA Building and Village Hall for all Township materials
- Maintained dedicated Township bulletin board in RFCCA Building lobby.
- Continued work with Inside Edge communications firm to issue press releases, maintain facebook and twitter social media, and other projects. Ensured strong promotion of Township-sponsored events.
- Secured successful articles for Sibshops and Movement and Memory Class.
- Continued to promote Township events and services in monthly RF Village eNews, quarterly RF Park District Fun Guide, RFCC quarterly brochure and monthly electronic newsletter, quarterly RF Public Library book plate, quarterly Township Seniors Services News & Views newsletter.
- Continued to maintain current Township website.
- Marched in 2017 Memorial Day Parade with senior bus.
- Maintained communication with local media.

Community Outreach

- Participated on panel and at resource fair at D90 Special Education Parent Forums Roosevelt.
- Attended the following community events:
 - ✓ Sarah's Inn fundraiser
 - ✓ Thrive fundraiser
 - ✓ Kiwanis meeting
 - ✓ Housing Forward ribbon cutting
 - ✓ OPRF CF Big Idea event
 - ✓ NAMI friendraiser
 - ✓ Sarah's Inn fundraiser
 - ✓ Thrive friendraiser
 - ✓ Planit Green breakfast
 - ✓ RF Village Strategic Plan interview
 - ✓ Cook County meet and greet with Toni Preckwinkle, Pete Silvestri and staff.

Mental Health Services (with Mental Health Administrator)

- Attended monthly RF Mental Committee (MHC) meetings; provided status report.
- Completed Community Mental Health Needs Assessment project with community partners: OP CMHB, Oak Park Health Dept, OP Township and Rotary. Held a series of stakeholder meetings throughout the summer and completed final document. Began implementation process with OP CMHB, Oak Park Health Dept and community partners.
- Commenced partnership with Concordia University in regard to implementation of Community Health Needs Assessment.
- Continued to grow Sibshop program in partnership with Thrive Counseling Center.
- Supported efforts of AAPD voter registration drive for those with disabilities.
- Suicide Task Force: With community partners, helped develop “text-a-tip” program for rollout to school in May, 2018.
- Joined Opioid Task Force with community partners, as part of IMPACT grant from OPRF Community Foundation for opioid/prescription drug prevention. Supplemented CF Opioid Project grant with additional funding.
- Continued partnership with LOSS from Catholic Charities to co-sponsor non-denominational support group for those who have lost loved ones to suicide; provided space; helped with publicity.
- Attended telepsych/telehealth demo by Riveredge Hospital.
- Worked to promote safe disposal of medications.
- Continued relationship with Oak Park CMHB Youth and Family Behavioral Health Consortium; co-sponsored annual breakfast; attended quarterly meetings.
- Participated in Developmental Disabilities Consortium.
- Attended mental health funders group meeting with L. DeVivo.
- Enhanced overall relationship with OP Community Mental Health Board and Director L. DeVivo.

Senior Services (with Senior Outreach Coordinator)

- Attended quarterly Senior Services Committee meetings; provided status report.
- Worked on sub-committee for Reach Out! project.
- Hired Judie Smith to lead Senior Committee’s efforts on the Reach Out and 311 Resource projects.
- Filled 1 vacant position on the OP RF Township Senior Services Committee.

- Continued to co-sponsor Coffee Mondays and Connect with Tech at RF Public Library (RFPL). Enhanced speaker content for Coffee Mondays and developed the program into a “lab” opportunity. Re-positioned computer learning labs as Connect with Tech.
- With RFPL, developed idea to “package” Coffee Mondays, Connect with Tech and Film Lovers Friday as *Gather, Discover, Engage*, starting in May, 2018.
- With RFPL, continued to co-sponsor and further expand Celebrating Seniors All Year Long monthly series of programs and lectures.
- Co-sponsored and supported 2017 Celebrating Seniors Week; attended 2017 CSW “60 over 60 rib fest”, CSW closing lunch; sponsored 2017 programs and secured space for other programs.
- Helped plan programs for 2018 CSW and assisted with “60 over 60” award process.
- Developed partnership with Alzheimer’s Association; held one session on the healthy brain; more planned in FY2019.
- Launched the Brain Health Initiative as part of 100th anniversary. Met with others pursuing Dementia-Friendly River Forest, as well as RF police launching bracelet ID program.
- Launched indoor pickleball for seniors at Tennis and Fitness Centre in Oak Park; teach seniors Thursdays noon.
- Sponsored Age Options Legislative Breakfast at RFCC with OPT.
- Continued partnership with OP RF Encore Chorale senior choir; offered scholarships; did outreach and publicity.
- Continued partnership with Arbor West Neighbors.
- Continued partnership with AARP and Triton to offer free income tax assistance to qualifying seniors; helped with outreach and publicity.
- Upgraded senior bridge club at RF Community Center.

Youth Services

- Attended monthly Youth Services Committee meetings; provided status report.
- Contributed to YSC’s efforts to re-define mission.
- Member of OP & RF Community Foundation’s Success of All Youth (SAY) Steering Committee.
- Member of OP & RF Workgroup for Positive Youth Development, renamed Positive Youth Development (PYD) and its Leadership Committee.
- Served on Success of All Youth (SAY) steering committee.

General Assistance

- Supported GA Administrator's efforts to work with GA client, GA candidates and others in financial need.

Oak Park Township

- Maintained ongoing positive relationship and met regularly with Oak Park Township Supervisor, Manager and staff.
- Participated in interview and selection process for new Township Senior Services Director, P. Mahn.
- Co-sponsored and participated in OP RF Township Volunteer Breakfast.

IMP.A.C.T.

- Continued relationship with IMP.A.C.T. community coalition, as their goal of addressing underage substance use directly aligns with the Township's youth and mental health mission.
- Sponsored and attended IMPACT RF parent café at Roosevelt Middle School.
- Sponsored and attended IMPACT social media parent forum at OPRF HS.
- Attended monthly IMP.A.C.T. coalition meetings and School Committee meetings; contributed to School Committee activities.
- Continued in-kind support of IMP.A.C.T. in terms of office space, phone, etc.

Holiday Food and Gift Basket

- Continued in-kind support of Holiday Food and Gift Basket, as it fulfills the Township mission of serving youth, seniors and those receiving General Assistance, including office and conference space, computer, copier, storage.
- Continued grant support to HFGB for RF residents.

Training- completed the following:

- Opioid Epidemic: training at Riveredge Hospital
- TOI webinar on new sexual harassment policy
- 3-day TOI Conference in Springfield.
- Women in Leadership conference at Riveredge Hospital

Township-Related Legislation

- Attended Township Topics Day in Springfield; met with legislators and other Townships regarding Township-related legislation.
- Worked with legislators and lobbyists to provide input to Senate Bill 3.

TOCC

- Appointed to TOCC Board; appointed co-chair of TOCC legislative committee.
- Attended TOCC Board meetings, TOCC conferences and TOCC Supervisor Division meetings.
- Attended MTA (Metro Township Assn) meetings.