

**River Forest Township
Supervisor's Annual Report
Fiscal Year 2017**

2017 Annual Town Meeting, 4/18/17

Fiscal Year 2017 was another busy and productive year for River Forest Township. 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.

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.

FY2017 was characterized by a positive local environment of collaboration, cooperation and communication. Activities included:

Internal Operations

- Purchased additional AV equipment, necessary for Township programs.
- Initiated work on the new Township website.
- Handled increased calls from residents in need.

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

- FY17 Budget
- FY16 Audit
- FY16 Annual Treasurer's Report
- FY16 Annual Financial Report (AFR)
- 2016 Levy
- FY17 Annual Report of Revenues and Expenditures

River Forest Township Board Activities

- Interviewed, appointed and trained new Clerk, Abby Schmelling, to replace Karen Taubman, who resigned due to increased outside work responsibilities.

- Initiated plans to celebrate RF Township's 100th Anniversary.
- Guests: Jilly Cronin, OPRF student; Dr. Bakahia Madison, IMPACT.
- Formally set salaries for next four years.
- Held first ever Illinois Township Day in September; included ice cream social with paramedic "scoopers", resource tables, live entertainment, fundraiser for OP RF Food Pantry, sales opportunity for Opportunity Knocks.
- Township discussed Madison Street TIF extensively; voted to not support initial TIF proposal since it included the clause for eminent domain.

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 COG, OP & RF Business Managers Meeting, OP & RF Township Seniors Services Committee, OP & RF Community Foundation Community *works* Advisory Board and Guidance Team.

General Communications/Awareness

- 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.
- 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 2016 Memorial Day Parade with senior bus.
- Maintained communication with local media.

Community Outreach

- Made multiple presentations related to programs and services to D90 Special Education Parent Forums at Willard and Roosevelt.
- Attended the following community events:
 - ✓ Volunteer Fair at OP Library
 - ✓ Sarah's Inn fundraiser

- ✓ Thrive fundraiser
- ✓ Hephzibah fundraiser
- ✓ Housing Forward fundraiser
- ✓ OPRF Community Foundation Celebration
- ✓ Senior Citizens' Center of OPRF Health and Longevity Expo (HALE)

Mental Health Services (with Mental Health Administrator)

- Attended monthly RF Mental Committee (MHC) meetings; provided status report.
- Filled 1 vacant position on the RF MHC.
- Initiated Community Mental Health Needs Assessment project with community partners: OP CMHB, Oak Park Health Dept, OP Township and Rotary. Participated in RFP process and selection of research firm. Launched community survey to RF residents; conducted outreach and dissemination of survey.
- Formalized Sibshop sibling support program with Thrive Counseling Center, including fall 2016 and winter/spring 2017 sessions. Expanded program to include two monthly sessions, lunch, and Thrive location. Did extensive outreach; worked with District 90, agencies, and other relevant parties. Developed budget.
- Co-sponsored speaking event with Library featuring Dr. Tyra Manning, former D90 superintendent, on her personal journey with mental illness.
- Worked with the RF Mental Health Committee to continue suicide prevention discussions and strategies; joined local suicide task force and participated in first meeting.
- Developed 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.
- Co-sponsored and attended 2017 NAMI Illinois PIAT mental conference in River Forest; gave introductory remarks.
- Reviewed, revised and updated reimbursement rates to agencies to ensure more appropriate fee for service structure.
- Enhanced relationship with Oak Park CMHB Youth and Family Behavioral Health Consortium; co-sponsored annual breakfast; attended quarterly meetings.
- Participated in and sponsored Developmental Disabilities Consortium.
- Enhanced overall relationship with OP Community Mental Health Board and Director.

Senior Services (with Senior Outreach Coordinator)

- Completed development of the ICE Packet program with RF paramedics and successfully launched the product to River Forest seniors.

- Attended quarterly Senior Services Committee meetings; provided status report. Participated in brainstorming session to determine future direction of the committee.
- Filled 2 vacant positions on the OP RF Township Senior Services Committee.
- Continued to co-sponsor Coffee Mondays and computer learning labs at RF Public Library (RFPL). Enhanced speaker content to Coffee Mondays.
- With RFPL, continued to co-sponsor and further expand Celebrating Seniors All Year Long monthly series of programs and lectures.
- Co-sponsored and supported 2016 Celebrating Seniors Week; attended 2016 CSWS closing lunch; sponsored 2016 programs and secured space for other programs. Co-sponsored talk with Library by well-known local author Jane Hamilton.
- Attended AARP and ASA Livable Communities conferences in Chicago.
- Developed partnership with Concordia University Department of Gerontology to co-sponsor caregiver support in River Forest.
- Developed partnership with new OP RF Encore senior choir; offered scholarships; helped with outreach and publicity.
- Developed new partnership with Arbor West Neighbors; co-hosted Atul Gawande event (cancelled due to weather); helped with outreach and publicity.
- Developed new partnership with AARP and Triton to offer free income tax assistance to qualifying seniors; helped with outreach and publicity.
- Approved two-year IGA with OP Township for Senior Services.

Youth Services

- Attended monthly Youth Services Committee meetings; provided status report.
- Filled 1 vacant position on the OP RF Township Youth Services Committee.
- Took the lead in generating support for the Youth Interventionist Program (YIP) among River Forest taxing bodies; approved and renewed two-year IGA.
- Member of OP & RF Community Foundation's Success of All Youth (SAY) Steering Committee.
- Member of OP & RF Workgroup for Positive Youth Development as part of the SAMHSA grant to address underage drinking use, and its Leadership Committee.
- Worked with Library and Youth Interventionists to help resolve issues related to after school programming.
- Approved two-year IGA with OP Township for Youth Services.

General Assistance

- Worked directly with multiple RF families in need to provide solutions and link to services, including homeless families.

Oak Park Township

- Maintained ongoing positive relationship and met regularly with Oak Park Township Supervisor, Manager and staff.
- Co-sponsored and participated in OP RF Township Volunteer Breakfast.

IMP.A.C.T.

- Enhanced 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.
- Continued to support RF parent café at Roosevelt Middle School.
- Supported IMPACT's efforts to develop new website.
- Attended monthly IMP.A.C.T. coalition meetings.
- 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:

- 1-day NAMI Illinois PIAT mental health conference.
- Attended 3-day TOI Conference in Springfield.
- Attended TOCC workshop on the 2017 election with new Clerk.
- Attended OPRF Community Foundation session on mergers and partnerships.

Township-Related Legislation

- Attended Township Topics Day in Springfield; met with legislators and other Townships regarding Township-related legislation.

TOCC

- Attended TOCC Board meetings and TOCC conferences.
- Met with TOCC leadership regarding Township-related legislation.