

**Village of Niles  
Human Services Committee  
Meeting Minutes  
January 15, 2019**

The following Human Services Committee members were in attendance: Committee Chair George D. Alpogianis, Fitness Center Director Carl Maniscalco, Senior Center Director Kelly Mickle, Teen Center Director Mark Williams, Family Services Director Tony Hollenback and Deputy Village Clerk Kathryn Angell. Resident Member Tom Parala was absent.

**I. Call to Order**

The meeting was called to order at 9:40 p.m. in Room 212 at the Niles Administration Building by Chairman Alpogianis. Meeting was moved from Room 112.

**II. Approval of Minutes**

Kelly Mickle made a motion to approve the minutes of November 13, 2018, seconded by Carl Maniscalco. On voice vote all approved.

**III. Old Business**

- a. Discussions of Budget Needs for Fiscal Year 2020 continued  
Trustee Alpogianis requested that each of department heads meet with him regarding their budget requests for Fiscal year 2020.

**IV. New Business**

- a. Department Updates (reports attached, provided by Department Head)
  - i. Fitness Center
  - ii. Family Services
  - iii. Senior Center
  - iv. Teen Center

**V. Open Discussion/Public Comment**

None

**VI. Next Meeting – February 21, 2019**

**VII. Adjournment**

On voice vote, the meeting was adjourned at 10:24 a.m.

## **Fitness Center Report-January 15, 2019**

- Memberships are at 2489 as of January 1 and on their way up.
- Sold over (100) 3 month specials in November and December.
- Attended the Niles Chamber Morning Network event at the library
- Working with an energy efficiency company to investigate new LED lighting to replace metal halide fixtures and reduce energy costs.
- Will be converting the pool liquid chlorine system to tablets to save money.
- The Group Express contest had over 50 participants entered.
- Performing exit phone interviews on all membership cancellations.
- Volunteered at the Holly Jolly Event on Nov. 24.
- Completed the 4th of 6 workshops in the IPRA Leadership Academy.
- Entered data into the new budget system.
- Will be attended the Illinois Park and Recreation annual conference in Chicago Jan. 24-26. Fitness Director will be doing a presentation on Diversity.
- Will be attending the Niles Chamber Leadership Lunch event on Jan. 24.
- Installed the Go365 fitness check-in beacon at the fitness center.

## **Senior Center Report**

Budget Meeting-

Increased monies for luncheons, trips

Musical Memories- seeking members

Tax Freeze

AARP Tax Aide cancelled this year- referring to alternate sites

Addiction in Our Society- February 14, 2019

Partnering with VFW- Korean War- tentative date- Tuesday, April 16, 2019

## **Teen Center Report-**

### **Membership/Attendance**

o Member visits- 323 for December & 417 for November (395-Oct., 411- Sept., 381- Aug. & 332-July)

- o Average daily attendance- 25 for December & 30 for November (23-Oct., 27-Sept., 20-Aug. & 22- July)
- o Current active members- 93 teens
- o # of new memberships- 3 for December & 3 for November (7-Oct., 10-Sept., 7- August & 4-July)
- o Guest visits- 64 for December & 95 for November (45-Oct., 70-Sept., 53-Aug. & 48- July)

### **Facility and Equipment Updates/ Replacement**

- 3 restaurant tables were covered with a vinyl wrap with TC Logo- tables look amazing

### **Staffing/Training**

- 11/14- hired new lead teen center supervisor- Crissy Catalano-Ingrum, her first day was December 4.
- Crissy and Maddie have been learning parts of the MaxGalaxy software so that they are able to run the facility when Mark is away.
- Teen Center staff successfully ran the facility for approximately 3 weeks while Mark was out for vacation with no major issues, problems or concerns

### **Community Partnerships/Support/ Volunteers**

- Continued advertising support for Niles Park District- Friday Fun Nights at Loverde Center on Nov. 30 through Dec. 21, admission is \$10, but Teen Center members get in for \$5 with their Teen Center ID
- upcoming meeting with Maine East Social Studies teacher and department chair to resume the Niles Local Government day for summer 2019
- Received \$250 donation from Dr. Ralph Robbins to support TC programs

### **Inquiry Responses**

#### **Continuing programs**

- 11/15- 21 teens attended a program about Opioid awareness and abuse
- 11/29- 17 teens participated in workshop about “coping with stress” with NFS
- 12/7- 10 teens participated in 2nd session of coping with stress workshop with NFS
- 12/7- 4 teens attended movie night at AMC theater for Ralph breaks the internet

### **In Progress**

- Winter newsletter and program calendars have been printed and distributed
- Continuing Programs/ activities for the Winter include ...
  - o Bring a Friend Fridays- On a selected Friday each month, if a current member brings a friend as a guest, both teens will receive a free soda and bag of chips. If the guest, purchases a membership, the current member and new member will receive a \$5 gift certificate for a local store (like Subway or Gloria Jeans Coffee) or \$10 to Kappy’s restaurant
  - o Open at 11:45 for D63 early dismissal days- about one per month
  - o Open at 1:00 pm for Maine East HS Finals in December
  - o NFS interns to provide an activity 1x per week beginning in January (rotating Tuesdays & Thursdays) through May
  - o Monthly movie night (AMC theater or in-house)
  - o Monthly speaker series to include Wright-Way animal rescue, anti-bullying by Miss Illinois Collegiate, Magic of Gary Kantor

- o Boys and Girls Check-In sessions on alternating weeks with NFS social workers
- o Monthly recreational trips coordinated with the Park Ridge Park District- Gameworks, indoor rock climbing, windy city ninjas
- o Valentine's Dance scheduled for Saturday, February 9 from 6:30-9:00 pm

### **2018 Performance Goals**

- Refine implementation of MaxGalaxy, still continuing to have difficulties with some aspects of software, may need additional training with release of MaxGalaxy 2.0 in Late 2018.
- Produce new promotional video
- Continue replacement of dated or damaged equipment/furniture- focusing on seating in game room; teen desk chairs throughout facility and 5 TV's on the game systems
- Continue performance management measures
- Continue and improve 2nd year of the "Late Night Party"- reduce time, cost and risk exposure but still attract new members for a fun, special event
- Participate in Nonviolent Crisis Intervention training through the Crisis Prevention Institute to learn about de-escalating anxious, hostile or violent behavior and practicing the progression of non-harmful holding skills.

### **2019 Performance Goals- preliminary**

- Continue replacement of dated or damaged equipment/furniture- focusing on large television in TV room, 3 TV's on the video game systems and 2 tables in computer lab used for homework/crafts.
- Create new online store for purchasing shirts and other promotional items with the Teen Center logo
- Implement new release of MaxGalaxy 2.0- may need training
- Attempt to increase membership/daily attendance by marketing to students at Maine East High School
- Attempt to increase membership/daily attendance by including new 6th graders at Gemini Jr. High
- Increase use of Snapchat and Instagram to better connect with teens
- Continue performance management measures
- Continue collaboration with NFS for social work interns at the teen center

### **Niles Family Services Updates**

1. Update of Departmental FY 2018 Goals
  - a. Office Ally- New billing program approved in December 2018. Working on implementation this month.

- b. First Responder Support- January 7, 2019 meeting with Chief Tigera and Commander Tornabene to strengthen relationship between NPD and NFS
            - i. New Social Worker, Tony Bertram, will be point of contact
  - 2. Donor Relations/Holiday Outreach
    - a. Donor Relations Program- Currently over \$10,000 of donations received from residents, community partners and local businesses
    - b. Holiday Outreach program Updates
      - i. Toys for Tots- 150 children received support
      - ii. Shop with a Cop- 25 youth received \$100 gift card from the Walmart Foundation. This is an annual collaboration between the NPD and NFS
      - iii. Adopt a Family Program- 20 families were supported by employees, departments and local businesses
      - iv. Thanksgiving/Christmas Support- 100+ residents received holiday meal support with donations from the Niles Public Library and Jewel
3. Budget Update
  - a. Phase I budget meeting reviewed on 1/9/2019
  - b. Part Time Staff- with a review of the remaining funds available in the FY2019 Budget, all part time hours are being reduced through 4/30/2019
  - c. Recommending the additional funds are allocated for Part Time staff in the FY2020 budget