

**Village of Niles
Human Services Committee
Meeting Minutes
September 18, 2018**

The following Human Services members in attendance: Committee Chair George Alpogianis, Fitness Center Director Carl Maniscalco, Senior Center Director Kelly Mickle, Teen Center Director Mark Williams Family Services, Director Tony Hollenback and Resident Member Tom Parala. Guests in attendance were Niles Fire Department District Chief Rich Scipione and Marty Cook from Gateway Foundation

I. Call to Order

The meeting was called to order at 9:36 a.m. in Room 212 at the Niles Administration Building by Chairman George Alpogianis.

II. Approve Human Services Meeting Minutes- August 21, 2018

Kelly Mickle made a motion to approve the minutes, second by Carl Maniscalco. On voice vote all concurred. Minutes were approved.

III. New Business.

a. Marty Cook of Gateway Foundation

Mr. Cook explained the goal of the Gateway Foundation to provide services to those in need of help for opioid addiction. District Chief Scipione presented how the Fire Department currently works to educate the public about this kind of addiction. Trustee Alpogianis lead a discussion of how he would like to see the Human Services Departments and the Village continue the current efforts as well as how to expand efforts of prevention and referrals for those in need.

b. Department Updates

Each department head provided an update on what has been happening over the last month; highlighting membership and outreach opportunities for each department. The given reports are attached as part of the minutes.

IV. Open Discussion / Public Comment

None

V. Adjournment

On voice vote the meeting was adjourned at 10:27 a.m.

Drafted on October 13, 2018 by Kathryn Angell, Deputy Village Clerk

Approved on _____

Human Services Committee- Senior Center Update

September 18, 2018

Membership – 905

Block Party – Saturday, August 25 – estimated attendance 600. Saturday, September 7, 2019

Meeting with Wellshire Wednesday, September 19 to finalize plans for Musical Memories.

On September 20th the Senior Center will be hosting a meeting to gauge interest in affordable senior housing in Niles.

The Advocate patient care navigator begins Thursday, October 18.

Medicare D open enrollment October 15 – December 7. Plan to provide enrollment assistance off site.

Partnering with NSSC, CJE, Skokie Human Services and Illinois Department of Human Services to provide outreach to Medicare-Medicaid Alignment Initiative (MMAI) beneficiaries.

Community Center RFP – Plan to issue revised RFP early-mid October.

Written and submitted by Kelly Mickle, Senior Center Director

Niles Family Service Updates – September 2018

1. Internship Program – 6 new Social Work Interns have begun their internship as of August 2018
 - a. This includes Interns from the University of Illinois – Chicago, Northeastern Illinois University and the University of Chicago
 2. Back to School Drive – Niles Park District/Harvest Bible Church generated supplies for 100 students
 3. Financial Wellness Community Dinner – October 2018
 4. MCYAF – Community Hero Award 9/20/2018
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Holiday Outreach Programs

- a) Adopt a Family – departments adopt a family in need
- b) Shop with a Cop – partnership with NPD/Walmart Foundation
- c) Community Thanksgiving Meal – Senior Center/Family Services
 - a. Thanksgiving Basket – partnership with the Niles Public Library
- d) Toys for Tots

Written and submitted by Tony Hollenback, Director of Family Services

Teen Center Report- Friday, Sept. 14 2018
8/17/18

Info since last report on

Membership/Attendance

- Member visits- 381 for August (332 for July)
- Average daily attendance- 20 for August (22 for July)
- Current active members- 93 teens
- # of new memberships- 7 teens for August (4 for July)
- Guest visits- 53 for August (48 for July)

Facility and Equipment Updates/ Replacement

- Disposed of 16 old/donated purple desk chairs
- Repaired broken sensor on new pop-a-shot game
- Repaired broken rims on Pop-a-Shot game/ ordered replacements from manufacturer
- Purchased new marble-run game/construction set
- PT staff planning to install new felt/ new bumpers and balls on bumper pool table- requires taking entire table apart to clean and install new felt on play field and rails

Staffing/Training

- Sept. 8- volunteer hours at back to school dance- 21.25 hours of service by family members, friends, former TC member, also hours from teen from Niles adjudication for curfew violation
- Sept. 11- began using interns from Family Services at the Teen Center- planning on 3 interns- 1 day per week each for 2 hours each
- Lead PT Supervisor Jamie Kowalczyk gave notice that her last day will be Wed. Sept. 26. Vacancy was posted on Friday Sept. 14; hoping to have new supervisor hired by mid-late October. Jamie took at full time job with the Boys Scouts near Indianapolis as a regional director. Going away pizza party for Jamie will be on Wed. Sept. 26.
- Due to inadequate staffing, teen center will be closed on Friday Sept. 28; appropriate advance notification to teens and parents will be made
- Sept. 13- began integration of 2 interns from NFS for Tuesdays and Thursdays (Shelby & Jackie)
- Sept. 14- began integration of 1 intern from NFS for Wednesdays or Fridays (Vanessa)- schedule is still to be determined
- Sept. 14- contacted Highland Park HR dept to share job posting for TC supervisor vacancy b/c they recently closed their teen center program; they may have former staff that would be interested in working in Niles

Community Partnerships/Support/ Volunteers

- Aug. 28- accepted donation of 10- \$10 gift cards for Kappy's Restaurant for use in membership promotions
- Sept. 6- purchased 10-\$5 gift cards for Gloria Jeans Coffee and 10- \$5 gift cards for Subway for use in membership promotions
- Sept. 11- received approval from Maine East HS to schedule 2-3 lunch visits per year for marketing and recruitment for the Teen Center; to be scheduled through career counselor's office

Inquiry Responses

- Park Ridge Baptist Church planning to bring teens to visit and possibly join the teen center; will not be used for religious education, adult youth leader only allowed on first visit with teens

Continuing programs

- Sept. 8- Back to School Dance attended by 154 Teens
- Continuing weekly email blast to members and parents, posts to teen center webpage and facebook

In Progress

- New activities/ programs for Fall 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)
 - 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
- Continuing Programs/ activities for the Fall include ...
 - o Cooking projects 2 times per month
 - o Craft project 1 time per month
 - o Monthly movie night (AMC theater or in-house)
 - o Monthly speaker series to include Yoga Demonstration, Building Healthy Relationships and Opioid Addiction and our community.

- Boys and Girls Check-In sessions on alternating weeks with NFS social workers
- Monthly recreational trips coordinated with the Park Ridge Park District- Six Flags Fright Fest, Haunted House tour, IFly Skydiving- Rosemont

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.

Written and submitted by Mark Williams, Teen Center Director

Fitness Center Report-September18, 2018

- Memberships are at 2,408 as of September 1.
- Performance measures were reviewed for the first 6 months of 2018 and were revised for 2019 budget.
- Pool annual maintenance was completed in August.
- Private swim lessons have increased by 17% in 2018.
- Helped with the community block party on August 25. Duck Race down the 100 foot water slide at fitness. The sale of ducks raised \$700 and will be donated to Niles Family Services Food pantry.
- The new member handbook is complete.
- The dry sauna was rebuilt and new lights were installed.
- Met with Intelligentsia organization to review 2018 Cycling Classic and start planning for 2019 event.

Written and submitted by Carl Maniscalco, Fitness Center Director