

AN INTERGOVERNMENTAL AGREEMENT FOR THE YOUTH INTERVENTIONIST PROGRAM, ~~2018~~–2020

This agreement is between OAK PARK TOWNSHIP and the enumerated participating local governments: ~~Village of Oak Park, Village of River Forest~~, River Forest Township, School District 90, School District 97, School District 200, Park District of Oak Park, River Forest Park District, Oak Park Public Library, and River Forest Public Library, hereinafter referred to collectively as PARTICIPATING GOVERNMENT UNITS.

OAK PARK TOWNSHIP agrees as follows:

- ~~To work with at-risk youth engaged with (or disengaged from) local agencies that provide multiple services.~~
- ~~To work with any youth who are residents of Oak Park and River Forest or attend the community schools. The interventionists will work with youth who need help with depression/anxiety, crisis and trauma, gang involvement, school refusal/attendance issues, and behavioral/aggression problems.~~
- To closely monitor youth, through a case management model which focuses on the individual strengths and needs of clients and their families and helps in linking them to services, managing those services, and tracking outcomes.
- ~~To respect and maintain the confidentiality of registered Youth Interventionist clients and their families and share information about clients with partner agency staff as appropriate and only when a Release of Information has been signed by the appropriate party; and reporting.~~
- ~~To report~~ program outcomes, such as ~~school performance and contact with law enforcement reasons for discharge, demographics, referral reasons, and assessment information~~, in the aggregate only.
- To continue to provide intense intervention by employing support staff and ~~three~~two Youth Interventionists for the positions as described in Appendix I ~~and one Youth Interventionist Supervisor~~.
- To act as the administrative agent of the Youth Interventionist Program, hiring, training, supervising, insuring and ~~housing~~providing office space to the Youth Interventionist Program staff.
- To provide the necessary support, services, materials and equipment, such as, duplication, printing, postage, telephone and computers.
- To distribute monthly reports via email on the activities of Youth Interventionist staff to all board members and the chief administrators of each participating government unit.
- To work with participating government units to establish additional meaningful outcome measures based on shared client data.
- To report on program activities and outcomes at least annually, or more often as needed or requested, at the Council of Governments meetings in Oak Park and in River Forest.

**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, 2018--2020.**

- To offer services listed in Appendix II: Menu of Services to partner agencies and to work responsively with partner agencies to develop other specific services based on emerging needs.
- ~~To contribute up to \$59,040 (2018-19) and \$60,221 (2019-2020) for each year of this joint effort plus the administrative overhead of housing the program.~~

DRAFT

**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, ~~2018--2020~~**

- To maintain an appropriate level of liability insurance and provide certificates of insurance to partner agencies as requested.
- To bill each participating government unit on a quarterly basis ~~the actual dollars spent to provide the Youth Interventionist Program at the quarter amount listed in this IGA.~~
- To establish agreements with partner agencies to share confidential information that will allow the Township to report on program outcomes for the Youth Intervention caseload in the aggregate.
- ~~To engage a third-party program evaluator to evaluate the program's impact and outcomes.~~

The other participating government units agree as follows:

- To support the Youth Interventionist Program through referrals, offering space to meet with youth and families; (including virtual access during e-learning school days), sharing information about high-risk youth behaviors and situations, participating in training events and planning meetings, and by providing outcome data.
- To bring policy and operational concerns and recommendations to the Youth Services Director or Oak Park Township Manager or Supervisor and then, as needed, to the community's Council of Governments for discussion and response.
- To work collaboratively and cooperatively in the common interest of helping youth develop ~~while avoiding involvement in gangs, drugs, and violence, learn problem solving skills and to become engaged positively in the community.~~
- To ~~consider entering~~ into data sharing agreements, where appropriate, so that the Township may collect and analyze data in the aggregate for youth that are participating in the Youth Interventionist program.

**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, 2018--2020.**

- To support the cost of this joint endeavor in an amount ~~not listed~~ to ~~exceed each agency's share as presented~~ be billed Quarterly in four equal amounts. The total budget for the table below: Youth Interventionist Program for the first year of this agreement is \$244,974.

AGENCY	SHARE <u>2020-21</u>	2018/19 <u>Qrt.</u>	2019/20 <u>2021-22</u>
Oak Park Portion			
Oak Park Township	24%	\$60,000-	\$61,200-
Village of Oak Park	24%	\$60,000-	\$61,200-
OP Elementary D97	11% <u>\$30,000</u>	\$ 27 7,500	\$28,050
Park District OP	5% <u>\$13,000</u>	\$12,500	\$12,750
OP Public Library	5% <u>\$13,000</u>	\$12,500	\$12,750
Oak Park Total	69%	\$172,500	\$175,950
Combined OPRF Unit			
OPRF High School D200	14% <u>\$34,000</u>	\$35,000	\$35,700
River Forest Portion			
River Forest Township	6% <u>\$18,500</u>	\$13,750	\$14,025
Village of River Forest	6%	\$13,750-	\$14,025-
RF Elementary D90	3% <u>\$8,500</u>	\$7,500	\$7,650 8,670
RF Park District	2% <u>\$4,500</u>	\$3,750	\$3,825 4,590
RF Public Library	2% <u>\$4,500</u>	\$3,750	\$3,825 4,590
River Forest Total <u>Helen</u>	17% <u>\$5,000</u>	\$42,500 -	\$43,350 -
All OP and RF	100% <u>\$131,000</u>	\$250,000	\$255,000
<u>Oak Park Township:</u>	<u>\$113,974</u>	=	<u>\$121,307</u>
TOTAL:	\$244,974	=	\$249,773

- To promptly reimburse Oak Park Township upon receipt of a quarterly bill for each agency's portion of ~~in~~ the ~~actual~~ amount ~~spent for~~ shown in the ~~program~~ table above.

It is understood by all signatories of this agreement that the supervision of all Township employees, including any addition to the Township staff as a result of this agreement, is the responsibility of Oak Park Township. To the extent permitted by law, each party shall indemnify, defend, and hold harmless the other parties, their elected officials, employees, officers, directors and agents from and against any third-party claims, demands, losses, damages, or expenses (including reasonable attorneys' fees) arising from or relating to any claim for harm, injury, or death to any person, or damage to tangible personal property arising out of or in connection with the performance of the services under this Agreement to the extent of the negligence, fault, or willful act or omission of the indemnifying party, its personnel or agents during the course of performance of the services hereunder or otherwise in connection with the performance of this Agreement.

**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, ~~2018~~–2020.**

This Intergovernmental Agreement will be in force for two years from July 1, ~~2018~~–June 30, 2020.
~~Any party may terminate its participation in this Intergovernmental Agreement effective June 30, 2019, by providing notice of termination to all other parties on or before June 1, 2019~~2020.

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**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, 2018--2020.**

OAK PARK TOWNSHIP

Signature Title Date

RIVER FOREST TOWNSHIP

Signature Title Date

~~**VILLAGE OF OAK PARK**~~

~~Signature Title Date~~

~~**VILLAGE OF RIVER FOREST**~~

~~Signature Title Date~~

RIVER FOREST ELEMENTARY SCHOOL DISTRICT 90

Signature Title Date

OAK PARK ELEMENTARY SCHOOL DISTRICT 97

Signature Title Date

OAK PARK-RIVER FOREST HIGH SCHOOL DISTRICT 200

Signature Title Date

**AN INTERGOVERNMENTAL AGREEMENT
FOR THE YOUTH INTERVENTIONIST PROGRAM, ~~2018~~–2020.**

PARK DISTRICT OF OAK PARK

Signature

Title

Date

RIVER FOREST PARK DISTRICT

Signature

Title

Date

OAK PARK PUBLIC LIBRARY

Signature

Title

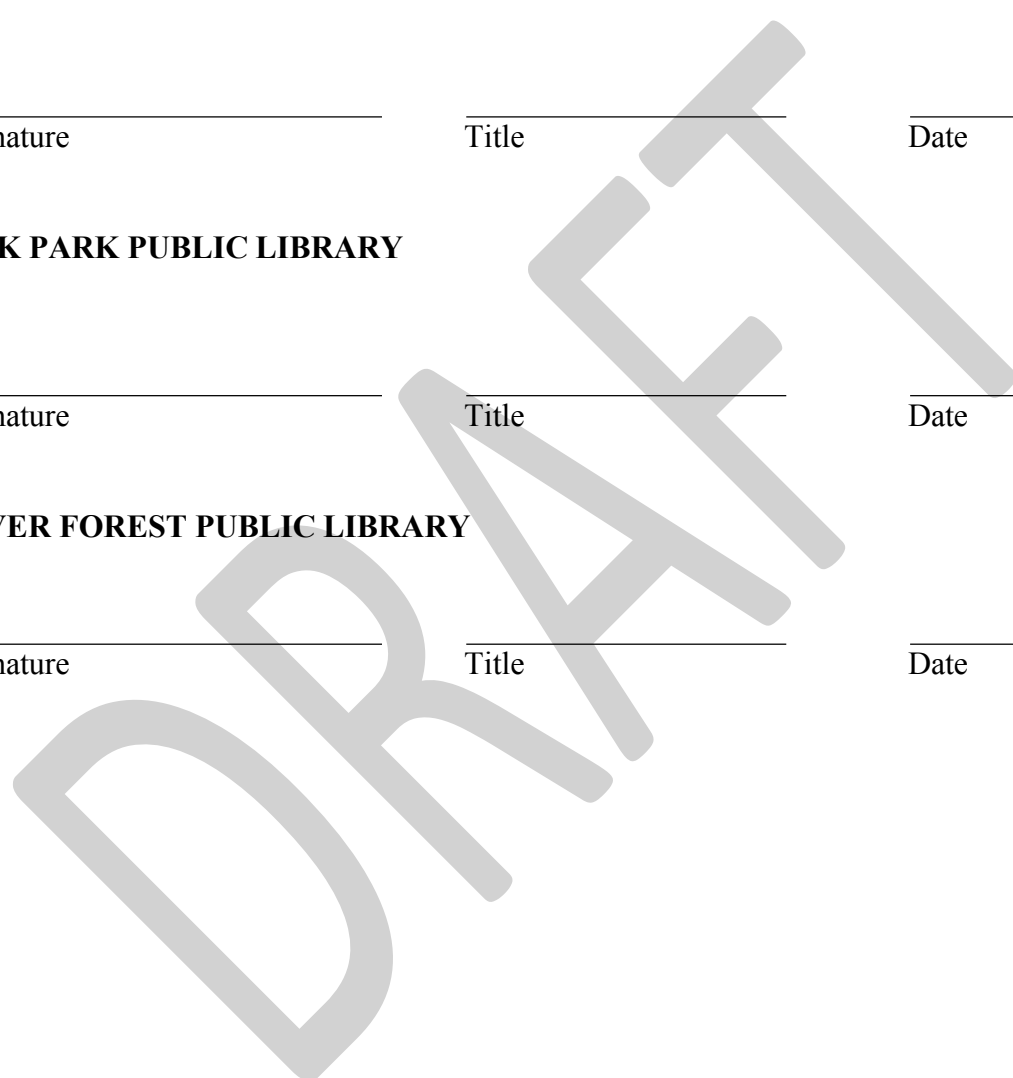
Date

RIVER FOREST PUBLIC LIBRARY

Signature

Title

Date



APPENDIX I Interventionist Job Description

CLASS. TITLE: Youth ~~Services~~-Interventionist _____ FLSA: _____
Non-Exempt _____
DEPT/DEPARTMENT: Youth Services _____
DATE: 09/2019
DIVISION: _____ Town _____
REPORTS TO:- _____ Youth ~~Services~~-Interventionist Supervisor DATE: _____ 02/2016 _____

Job Summary

~~: The Youth Services-Interventionist provides individual builds collaborations between systems and family treatment agencies to prevent, intervene, and combat negative youth involved in or at risk of becoming involved in gangs, drugs or violent activities; works closely with Youth Interventionist Team and Youth Services Director to discuss behavior in Oak Park and develop River Forest Communities. The interventionist assists youth and families, and implement treatment plans.— Collaborates with a variety of community agencies and resources to decrease risk and connect identified families with appropriate, long-term services.— programming geared toward youth in the Oak Park and River Forest Communities. This is an ideal position for recent grads!~~

~~Essential Job Functions:~~

- ~~1. Performs crisis intervention in situations such as suicide, homicide, rage, juvenile arrest, violence, community, family tragedy, self injury, running away, etc. Assesses risk; provides direct consultation services; provides referrals and stabilization services, coordinates and provides support during the hospitalization process, crisis counseling, brief mediation and notification of appropriate authorities; serves as member of school crisis and trauma debriefing team.~~
- ~~2. Assesses youth and family for potential for violence, communication patterns, boundaries, alcohol and drug addiction, gang involvement, sexual and physical abuse, neglect, mental health status, suicidal or homicidal plans or thoughts, criminal activity, risk of running away, cutting and other risk factors. Assessment includes evaluating the client, family and any unregistered youth in contact with.~~
- ~~3. Creates, monitors and implements treatment plan agreed upon by both client and family.~~
- ~~4. Provides counseling to youth involved or at risk of involvement with gangs, drugs, potential violence, etc.; meets with youth as needed to decrease risk or involvement through therapy and referrals to other community agencies; provides resources for alternate living situations if required; works with youths at risk and assists them by linking them with services in the community; provides consultation regarding juvenile laws. Heavy emphasis on group work.~~
- ~~5. Provides family therapy and counseling to identified families; conducts home visits to assess living environment, refers family to community agencies for financial assistance and long-term therapy as needed; provides crisis stabilization to family as need arises; works with family to advise on state laws regarding abuse and neglect, family law, juvenile delinquency, as well as potential for locking out their child. Emphasis on youth/family trauma and generational trauma counseling.~~
- ~~6. Consults with various community agencies including schools, Police Department, Health~~

APPENDIX I Interventionist Job Description

Department, Park District, libraries, probation, inpatient and partial hospital programs, community counseling centers, mentoring services, and psychiatric evaluators to optimize assessment and treatment planning. Participates in other agency meetings including disciplinary/school placement, inpatient hospital discharge planning and collaboration with police officers, etc. Searches for new services, builds relationships with staff and distributes information on new providers to other collateral resources in the community.

7. Conducts mediation sessions between youth and/or families who are currently involved in a conflict; assists to resolve differences and decrease probability of violence in community between parties.
8. Conducts informational presentations to community mental health professionals, school teachers and high school students regarding drug and violence prevention, peer relations and other applicable subjects.
9. Maintains client files, intake and assessment forms, client interview questionnaire, consent forms, ratings scales, progress notes, progress note logs and any other essential materials.

- Monitors youth trends in the community such as gang movement, drugs, cults, etc.;
performs bike patrols and community walks in search of Ability to show knowledge or ability to gain knowledge in the following areas: Gangs, school attendance/refusal issues, anxiety and depression, substance abuse, trauma, aggression, and behavioral problems.
- Carries a caseload of 20 individuals for counseling and interventions. Performs crisis intervention, making social diagnostic assessments, and assists in developing a comprehensive treatment plan for clients.
- Run groups during school year that focus on current events, trends, and needs.
- Collaborates closely with families, school personnel, mental health professionals, and other agencies associated with client. See clients in the office, their homes, school, and other areas outside of the office. Transport youth, if necessary.
- Help provide wraparound services by encourage and referring youth, families, parents/ guardians to other community services and activities.
- Knowledge of the DSM 5 and ability to diagnosis is a plus.
- Able to maintain and complete documentation related to job duties in a timely manner. Must have good time management skills.
- Initiate and maintain in contact (via phone, email, or in person) with youth, parents/ guardians, families, mentors, therapist, police, and other community agencies involved in youth's case.
- Maintain relationships and partnerships with current agencies and organizations that serve youth in the Oak Park and River Forest Communities

10. In the summer, carry a small park caseload (around 7) to visit weekly looking for gang graffiti, drug paraphernalia and cult remnants in community, litter, and other suspicious acts to help keep parks safe.

11. Identifies gaps in service delivery system and reports to Director; participates in formulating and implementing solutions when appropriate.
12. Operates pursuant to federal and state laws as well as professional codes of ethics and codes of conduct. Maintains licensure through continuing education.
13. Plans and co-facilitates groups for at-risk youth in school settings.
14. Participates in various committee/council meetings, task forces and networking events as needed.
15. Remains current on mental health research and clinical theories.

- Assists agencies in developing long term community based strategic plans to help with village wide prevention efforts regarding youth; including implementing goals/strategies.

APPENDIX I Interventionist Job Description

- Keeps Supervisor informed regarding community issues and sensitive topics.
- Participate in weekly supervision with Interventionist Supervisor and participate in weekly Youth Services Team Meetings.
- 16. • Performs other duties as assigned.

Material and Equipment

- Miscellaneous office equipment; i.e. computer, fax, phone, copier, calculator, etc.
- Bicycle

- Minimum Supervision for LPCs and MSWs available.

Job Type: Full Time

Minimal Qualifications

Education and Experience:

- Master's degree in social work, education, psychology or other related human services field and two to three (2-3) years' experience working with high at-risk youth in prevention, intervention, outreach or case management in counseling, psychology, social worker.

The qualifications listed above are guidelines. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

License(s) and Certification(s):

- Valid Illinois driver's license and liability insurance
- LSW, LCSW, LCPC, CADC desirable

- Working with youth and families (preferred).

Education:

- Master's (Required)

Knowledge, Skills, and Abilities

Knowledge of:

- Federal Social Work, counseling, psychology
- Criminal Justice and approaches used by law enforcement in local, state laws, and regulations relating to federal environments; juvenile issues; law and court systems
- Ethical standards and codes of conduct in dealing with clients and the public.
- Child development; therapeutic models/techniques; DSM-5.
- Mental health assessment; crisis intervention, mediation and trauma debriefing.

APPENDIX I Interventionist Job Description

- ~~Substance use/abuse signs~~
- ~~Screening for risk to self or others.~~
- ~~Basic computer and software programs.~~

- Crisis Intervention Techniques
- Conflict Resolution

Skill In:

- ~~Clinical judgement.~~
- Time management and prioritizing work
- ~~Verbal and written communication:~~
 - ~~Crisis intervention and de-escalation techniques-organization~~
- ~~Group work (youth/adult)~~
- ~~Trauma counseling/debriefing~~
- ~~Public speaking~~

- Facilitation and group leadership
- Mediation and collaboration building

Ability ~~to:~~To:

- ~~Effectively communicate treatment techniques and strategies.~~
- ~~Make sound assessments, develop, implement and monitor treatment plans.~~
- ~~Coordinate multiple services from various agencies in order to meet clients' needs.~~

- Maintain relationships with community organizations and administrators
- Facilitate presentations and trainings for youth, parents, community associations, and other public groups.
- Remain calm in stressful and crisis situations

Physical Abilities:

- Sit, ~~type~~keyboard, read, write, add, hear and speak for extended periods.
- Drive automobile to ~~client's~~meet with clients in their homes or meeting places-other locations, and meetings with other agencies, committees and councils, etc.
- Lift up to 10 pounds on occasion.

~~The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties or roles performed by personnel so classified. It is as well intended to be compliant with the Americans with Disabilities Act.~~

APPENDIX I
Interventionist Job Description

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APPENDIX II Menu of Services

Youth Interventionist Program – Services November 2019

The Township's Interventionist Program staff ~~have advanced degrees and specialized training~~ are Masters Level Social Workers and Counselors, all with backgrounds in education, criminal justice, law enforcement, intelligence gathering, substance abuse, violent working with youth/adults, therapy/counseling, PTSD, training, instructional design, crisis intervention and de-escalation as well as skills in mediation and negotiation on a variety of issues. The Youth Interventionist Program is constantly conducting needs assessments to address youth issues within the communities. Through the Youth Interventionist Program, they provide the following services to individuals, families, agencies, and community organizations in Oak Park and River Forest.

TRAINING-in person or virtual

- ◆ ~~Restorative Justice practices, such as Cargo Peace Circles~~
- ◆ Anti-bullying training ~~and presentations~~
- ◆ Prevention, identification, and response to issues of gangs, drugs, and violence
- ◆ Other training programs tailored to different entities' needs: examples include, but are not limited to, Restorative Justice and Practices, community issues (Street Safe Workshop)

CONSULTING

- ◆ Consult with private ~~therapist~~therapists, agencies (public and private, profit and non-profit), parents, schools, law enforcement, courts, probation officers, the States Attorney's office and municipality, state and federal agencies on issues of substance abuse, violence, youth, including gangs, crisis and gang trauma, school refusal/attendance, behavior and aggression, anxiety, depression and other mental health topics.
- ◆ Community and neighborhood problem solving, education, and training, including virtual training.
- ◆ Advise Work with partner agencies ~~onto help address~~ staffing patterns, incident response, facility security, and safety procedures and protocols

INFORMATION/INTELLIGENCE

- ◆ Work with various bodies to "connect-the-dots" to identify patterns of behaviors and incidents regarding youth
 - ◆ ~~Gang and drug intelligence, including drug availability, types of drugs being used, and distribution points~~
- ◆ Assist in locating runaways
- ◆ Assist in identifying and locating individuals representing a threat to youth

DIRECT INTERVENTION-in person or via tele-health models

- ◆ Individual/family crisis intervention
 - hospitalization assessment
 - ~~suicide assessment~~
 - drug assessment
 - trauma and grief counseling
- ◆ Incident-related crisis intervention (for example; school violence, suicide, etc.)
 - ◆ ~~De-escalating intergroup violence (keeping mob actions from occurring)~~

APPENDIX II Menu of Services

- ◆ On-site intervention or “tele-health” services at partner facilities in conjunction with partner staff
 - ◆ ~~Group work (life skills, anger management, gang prevention, restorative justice)~~
 - ◆ Group work with grade, middle and high school students after needs are identified with community partners
 - ◆ Interventionist work specifically with youth who have behavioral disorders, gang or trauma/crisis
 - ◆ ~~Individual and family counseling~~
 - ◆ Casework-Individual counseling with youth regarding issues with gang involvement, trauma/crisis, behavior/aggression, school refusal/attendance, and anxiety and depression
 - ◆ Casework-including referrals, family assessments, and connecting youth and families with partner agencies and organizations based on needs.
- ◆