

City/County Management IN ILLINOIS

Volume 14 No. 2

Strengthening the quality
of local governance through
professional management

SEPTEMBER
2018



Calendar of Events

For complete details on events please visit the ILCMA calendar at <https://www.ilcma.org/events/>

September 5
Legacy 3rd Quarter Luncheon
Naperville, IL

September 6
SWICMA Luncheon
Swansea, IL

September 20 – 22
IML Conference
Chicago, IL

September 24
ILCMA Reception at ICMA Conference
Baltimore, MD

September 23 – 26
ICMA Conference
Baltimore, MD

October 11
**Legacy Project Seminar
“Breaking Through Bias”**
Schaumburg, IL

October 18
ILCMA Professional Development
Lombard, IL

October 18
Metro Managers Luncheon
Lombard, IL

CORRECTION to ILCMA Annual Report

In the 2017-18 ILCMA Annual Report, the Senior Advisors, Greg Bielawski, John Phillips, Steve Carter, Robin Weaver, and Bob Kuntz, made a combined 3460 contacts in 2017 (not 2016).

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2020**
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ILCMA Board Update

By Dawn Peters, ILCMA Executive Director

At the ILCMA Board meeting on August 23 at the Village of Elk Grove, the Board voted to rename the ILCMA Service Award for Service to the Community after Leslie T. "Les" Allen. Les was a long-time ILCMA member and in retirement served as a Range Rider (now called Senior Advisors). The City of Decatur notes the following:

Mr. Allen was the longest serving City Manager to the City of Decatur, serving from August 1972 until 1988. He was continually committed to the City and volunteered on various boards and organizations including: Decatur Salvation Army, Habitat for Humanity, Rotary Club, Boy Scouts, Grace United Methodist Church and the Golden K's. He volunteered at Decatur Memorial Hospital for over 20 years. Mr. Allen received countless awards including: Outstanding City Manager of the Year from the International City Managers Conference, Sertoma Service to Mankind, and the Community Service award from the Golden K's, accumulating over 10,000 hours of community service.

Mr. Allen died on March 27, 2015 at the age of 87.

In other action, the ILCMA Membership Services Committee recently reviewed the Manager/Administrator Salary Survey and presented to the Board for approval a condensed survey. The goal was to make the survey less time-consuming so that ALL managers/administrators will fill it out. Members count on the data when doing contract negotiations and salary reviews. ILCMA thanks Scott Coren, Highland; Doug Maxeiner, Moline; Gary Williams, Carbondale; and Rich Keehner, Villa Park who volunteered to review the survey. Watch your email for the revised survey in mid-November!



Who's Who Directory Update

Ashley Engelmann has accepted a new job as deputy village administrator in Libertyville. She was previously the assistant village manager in Lincolnwood. She starts in Libertyville on Sept. 10.

Welcome New Members

Harry Bell III, Administrative Intern, Village of Oswego
Kyle Bendsen, Technical Program Manager, Pinterest
Brian Bourdeau, Village Administrator, Village of Gilberts
Julie Friebele, Village Clerk, Village of Elwood
Caroline Gabiga, Communications Specialist,
Elk Grove Village
Austin Lewey, Special Projects Intern, City of Wheaton
Carol J. Mitten, City Administrator, City of Urbana
Daniel Noll, Economic Development Intern, City of Geneva
Matthew Pasquini, Administrative Intern, City of Geneva
Kathleen Plutz, Economic Development Associate,
Invest Aurora
Diana Puga, Administrative Intern, Village of Winfield
Nick Radcliffe, Administrative Intern, Elk Grove Village
Steve Smith, IT Project Manager, Lake County
Madeline Wilcox, Administrative Intern,
City of Highland Park
Natalie Zine, Planning Consultant, Village of Willowbrook

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The ILCMA Professional Development Committee *Presents* **Dimensions of Wellness**

The American Psychological Association (APA) in 2013 found that chronic, job-related stress is a serious issue affecting more than one-third of working americans. Sixty-five percent of Americans cited work as their top source of stress in the 2012 Stress in America Survey and only 36% of respondents said their organizations were providing sufficient resources to manage that stress.

Presenters:

AMITA Health – Dimensions of Wellness

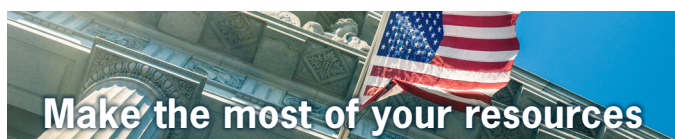
Living healthy is more than just living with the absence of disease; it focuses on whole-body wellness and ways to achieve a better lifestyle. Wellness is a multi-dimensional concept that involves choice, rest, activity, social support, and nutrition. These dimensions do not work individually; they rely on each other to help build a stronger foundation for better health. It is about being mentally, physically, and socially fit – getting the most from life and fulfilling your potential.

Chill Chicago – Mindfulness 101

Job-related stress costs U.S. companies an estimated \$300 billion per year and employee turnover can cost from 30-400% of a person's annual salary depending upon their level. Meditation has been shown to help 63% of employees manage themselves at work and 91% report a positive impact on company culture. Team mindfulness reduces interpersonal conflict. Chill Chicago will provide an introduction to corporate mindfulness and meditation in the workplace and lead a 30 minute meditation practice.

Date:	Thursday, October 18, 2018	
Time:	8:30 a.m.	Registration and Continental Breakfast
	9:00 – 11:30 a.m.	In-depth panel discussion
Location:	Harry Caray's 70 Yorktown Center Lombard, IL	Addresses ICMA Practice Area 5 Personal Resiliency and Development
Cost:	\$35 for Professional Development Only	
	\$60 if also attending the Metro Manager Luncheon (\$5 discount)	
	\$50 for Student/Intern if also attending the Metro Manager Luncheon	
	Metro Luncheon Topic: "Unconscious Bias – How do you know what you do not know?"	
	Members in Transition – receive complimentary registration	
	\$15 for remote access through GoToMeeting	
RSVP:	Online Registration (no credit card required): https://www.ilcma.org/?p=7944	
By Oct. 12	Email registration to Alex Galindo at agalindo@niu.edu	
	Phone in Registration 815-753-5424	

Cancellations must be made by October 12, 2018. Any cancellations after that date will require full payment. Payment not received by event date will be invoiced with a \$5 invoicing fee.



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MIT Lifesaver Award

Do you know someone who has provided assistance to a member in transition (MIT)? If so, consider nominating them for recognition through the new MIT Lifesaver Award!

Anybody who has been an MIT knows it is a very difficult time and any assistance provided by their fellow ILCMA members is greatly appreciated. The Membership Services Committee has been working to develop a simple, inexpensive, durable, and easily identifiable form of recognition, in a manner that encourages and promotes such assistance to ILCMA members who assist MITs. A lifesaver-ring lapel pin will be awarded to members who provide significant, tangible assistance to an ILCMA MIT. Significant, tangible assistance may include sharing a room at an ILCMA or ICMA conference, adding an MIT to an interview process, hiring an MIT part-time, full-time, or for a special project, or inviting an MIT to a regional managers' lunch. Applications are available on the ILCMA website and may be submitted to the Secretariat who will provide the information to the Membership Services Committee for review.

Apply Here

ILCMA Members who have been awarded the ILCMA Lifesaver Award:

Jim Arndt, Former City Administrator, Effingham
Kathleen Gargano, Village Manager, Hinsdale
Matt Fritz, City Administrator, Coal City
Jim Grabowski, City Manager, Elmhurst
Cara Pavlicek, City Manager, Oak Park



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Corporate Partner Spotlight

As part of the "Friends of ILCMA" Corporate Partnership Program, partners at the highest level get the opportunity to submit a one-page written educational piece in the ILCMA newsletter.

Physical and Emotional Well Being

By Ali Payne, Global Practice Leader, Wellbeing & Engagement

Employers' understanding of well-being is evolving. A growing number realize that this state of human comfort, health and happiness reflects the whole person, and only by engaging the whole person can they motivate the highest possible productivity. While there may be a need to address the core elements of a total well-being strategy individually — including financial and career as well as physical and emotional — they are all interdependent. That's why a holistic approach to well-being that strengthens all these elements makes sense. In fact, it's a hallmark of destination employers.

Some people think of the physical and emotional elements as the heart and soul of well-being, possibly because they're the foundation for health and have a long history of benefits support. In recent years, there has been greater recognition that healthy mind-body outcomes for employees are linked to community involvement, resilience and stress management.

STRONG COMMUNITY ENGAGEMENT



The role of community involvement in well-being should not be overlooked. It's increasingly important to employees—and job seekers—to be part of an organization that's committed to creating opportunities for involvement in the communities where they live and work. Millennials are more likely to evaluate potential employers based on their commitment to giving locally.

Actively supporting their communities is good for employers, too. Low community vitality and weak social prosperity negatively affect business performance and productivity.¹ And on an individual level, volunteering is associated with less work-life conflict, burnout and stress — and more positive mental health.² Healthy businesses and communities' value the ability to cultivate a relationship where there's a mutual investment in the drive to thrive.

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Fostering wellbeing starts with existing resources Typically, employers already have effective resources in place to boost physical and emotional well-being. They just need to deploy these assets in a way that allows employees to understand their purpose and value. Conducting a cultural assessment and a resource inventory will not only pinpoint existing resources, but also determine gaps and opportunities.

Building an environment that supports physical and emotional well-being often involves gathering information, removing silos, tweaking resources and reinforcing communications. A holistic well-being strategy also considers the organization's unique workforce demographics, job types and community initiatives as well as its health. When employers take the time to be mindful about their resources and culture, they find increased engagement and productivity.

Fully deploying the right programs and policies is key. For example, employee assistance programs (EAPs) are popular for helping employees cope with stressful situations on and off the job— such as common life events or substance abuse. But they're also one of the most underutilized resources offered by employers. Some organizations are addressing this disconnect by turning to new modes of communication that empower employees to use EAPs in very different ways— focusing on unique opportunities like adult daycare or financial planning.

There are many other ways employers can tweak their resources to boost the power of their physical and emotional well-being efforts, such as flexible benefit packages that invite employees to invest in options that make the most sense to them. Including voluntary benefits also allows total compensation to be customized— without increasing the organization's financial burden.

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The Local Community's Important Role in Community Solar Projects

Ben Adamich, Solar Developer for Geronimo Energy

Communities have a vital role to play in the new Illinois community solar program, which has boomed in the last 12 months throughout the state. Dozens of projects are being permitted and are poised to begin construction within the next few years, representing significant investment in the local and statewide economies.

Communities supportive of solar stand to benefit greatly from the economic benefits solar projects offer their host communities. Positive impacts such as new tax revenue, job creation and diversified landowner and farmer incomes help boost local economies, as well as residents' welfares. Tax revenue funds may help improve local infrastructure, roadways, city parks, or emergency services, such as fire, police and ambulatory organizations – or may provide cities and towns with an alternative to raising property taxes for broader community needs, such as school or city building improvements. Furthermore, community solar subscriptions offer electric customers (both residential and commercial) a simplified way to not only support green initiatives, but also to save on their monthly electric bill.

But exactly how can communities welcome this new industry into their borders? Below is a snapshot of just a few suggested tips for how communities who wish to welcome solar projects can act now:

- Do your research and know the facts. Did you know that there are over 1.6 million solar installations in the United States? Incredibly, solar has experienced an annual growth rate of 59% over the last decade: solar projects in this country now power over 10 million homes and employ over 250,000 American workers. However, Illinois is only ranked 35th nationally for solar installations, and just 0.07% of the state's electricity comes from solar – but even that has brought in over \$237 million of investment to the state. Imagine what impact the solar industry could provide the state and its residents if communities opened their doors to new solar!
- Know your developer. Each community solar project will be proposed by a developer. Make sure you do your due diligence and learn as much as you can about a developer's experience and expertise in community solar. How long have they been in business? How many community solar projects have they developed, constructed and operated? Do they provide references?



- Be vocal about your support. Permitting a solar project requires community buy-in, so local and vocal support is the key to getting solar projects built in your community. Attend township and county meetings and spend one minute during the public comment portion to let your local officials know that you would like solar in your community. Shy about speaking in public? Write a letter to your local officials or pen a letter to the editor in your local paper to show your support. Your voice matters!
- Support your local farmers. Solar projects provide a stable income stream for farmers, who constantly face market and weather uncertainty. Let your neighbors know that you support your local farmers' choice to create a diversified income stream for themselves and their family.
- Help plan for the future of agriculture. Commercial development is rapidly expanding across the nation, permanently changing our landscapes and taking farmland out of production. Supporting solar projects offers a way for Americans to stop the spread of commercial development and preserve farmland for future generations. If sited on farmland, operational solar projects allow the overworked, over-fertilized soil beneath the panels to rest and rejuvenate. At the end of a solar project's life, the project can be decommissioned, and the newly rejuvenated soil can be returned to more productive farmland. In this way, solar projects preserve fertile agricultural land resources for tomorrow's farmers. Let your local officials know that preserving farmland for future generations is important to you.

Communities throughout Illinois stand to benefit greatly from community solar projects, including tax revenue, jobs, landowner income, farmland preservation, and/or

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How a Conservative Approach can be Progressive

By Ermin Arslanagic, Johnson Controls

An energy performance contract is a government-regulated, alternative project delivery method designated to accelerate investment in cost-effective energy conservation measures. The cost savings achieved by the improvements can be used to pay for the debt service associated with the cost of capital improvements. Savings are guaranteed, meaning that if the guaranteed savings are not achieved, the Energy Service Company (ESCO) will pay the difference to the owner.

The benefits of performance contracting are not reserved for municipalities with glaring performance issues. In fact, while energy performance contracting is typically focused on water meter or street lighting replacement, most communities have major opportunities for additional infrastructure reinvestment that reduces energy and operational costs.

In the Fall of 2016, the Village of Schaumburg hired Johnson Controls to develop a performance contract directed at eliminating inefficiencies and integrating various Village infrastructure systems. As the largest center of economic development in the State of Illinois, outside the City of Chicago, Schaumburg has a responsibility to provide municipal services its residents and the thousands of people that live, work, shop, and eat in their community every day. Therefore, a progressive solution would need to deliver savings at no decrease in service or performance to the public.

Project development included multiple workshops between project development engineers and Village staff and independent investigations to understand baseline conditions and current expenses, standard operating procedures at its municipal facilities, and key priorities. Because of the nature of performance contracting, all of the engineering and development work is done at risk. In other words, if the team was unable to develop a project within the target payback, there would be no cost to the Village. For this progressive community, the Johnson Controls team identified opportunities through a performance contract that will yield \$8.85 million of guaranteed energy and operational savings over the next fifteen years and almost \$1 million in incentives. As a performance contract, the Village is guaranteed the project cost, project savings, and no change orders. The Performance Contract was negotiated in Spring 2017. The project, as negotiated with the Village, ultimately included the following major components:

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- Replacement of 4,900 Village-owned street lights for LED.
- Water system operational improvements to improve water quality and consistency and reduce demand charges at Village pump stations.
- Forklift improvements to the water and wastewater SCADA systems to enable operators to more effectively manage their resources.
- Building HVAC improvements to improve energy efficiency and comfort levels in Village facilities.

In addition, the project included \$4.4 million pulled from the capital improvements plan into the project - what would otherwise be over a dozen projects that the Village staff would be required to study, develop, and oversee. All these benefits were delivered for a total projects price of \$9.38 million.

Performance contracting offers elegant solutions to complex problems. It also offers speed of implementation. At the time of the contract, the Illinois Department of Commerce and Economic Opportunity (DCEO), which had been a dependable source of energy-efficiency rebates, announced it would be closing its doors. The Village stood to lose as much as \$500,000 in rebates if the project was not completed on time, as the succession plan for other grant funding had not been definitively determined at the time. Therefore, Johnson Controls fast-tracked the street lighting component of the project in order to capitalize on the rebate opportunity. The project was so successful that the Village executed a second phase of the project, which included replacement of the remainder of the Village's street lights. Again, Schaumburg successfully capitalized on major rebates available for the work.

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Board Brief: Building Strong Internal Controls Through Risk Assessment

By Mary O'Connor

Among the many responsibilities of a Government Board, building a strong system of internal controls over the operation is one of its most important jobs. However, it is often overlooked, postponed or thought to be the sole responsibility of city managers and administrators. While these professionals have a key role in the process, the buck starts and stops with the Board, who is solely responsible for creating a control environment that serves to protect the organization from many hazards.

Constructing Internal Controls

The construction of internal controls is a process without end. These controls form the structure through which the organization can be reasonably assured that it will achieve its objectives, operate efficiently and effectively, produce reliable financial statements and comply with applicable laws and regulations. The first step in the process is for the Board to set its mission, values and objectives. They then delegate the design and implementation of these goals as well as designate a point person or team responsible with updating the Board on the controls established to meet these objectives. Every objective creates the risk of not achieving the goal, and all the work necessary to craft an adequate control system is based on proper identification and assessment of these risks.

How to Identify Potential Risk in the Controls Process

The roles of the Board and management intersect during the phase of risk assessment. At its heart, an internal control should be designed to mitigate a specific risk to the organization. For example, employee dishonesty resulting in a substantial financial and reputation loss is a real risk for any government. Several internal controls might be established to lessen the chances that a theft could occur such as:

- completing background checks on new employees,
- installing a whistleblower system to gain tips from other employees,
- ensuring that the same employee does not maintain the books and reconcile bank statements,
- maintaining a regular schedule of fraud prevention training,
- maintaining adequate insurance coverage against commercial crime as another source of restitution should an incident occur,

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- insisting that all employees take vacations,
- and, cross-training and rotating employees among duties.

Other identified risks include threat of employment-related litigation, natural disaster, economic downturn and reduction in tax receipts or sudden loss of key management. The potential list is long and changes over time. All risks are not alike and should be treated appropriately in the collective judgment of the Board and management. Every risk should be evaluated for its likelihood of happening and the amount of damage the incident would cause. Incidents deemed both highly likely and highly damaging should logically receive the most attention. Highly unlikely events with little damage may not require a management program at all.

Risk assessment is not the topic for few and far between annual meetings. Rather, it is a way of thinking about problems that arise in governments. As situations change and new risks appear, the Board must continually reassess its objectives and mitigate the apparent challenges using the resources at hand. Boards should not wait for problems to arise, but rather seek to proactively identify and manage the risks that could prove damaging to the government.

Mary O'Connor, ASA, CFE, has worked exclusively in the field of valuation and financial forensics since 1979. She specializes in business valuation and the appraisal of tangible and intangible assets for litigation. Mary has provided opinions to a wide variety of public and private clients in a range of industries, from governmental entities to technology and financial services. She has also delivered litigation consulting and expert witness testimony to federal, state and local jurisdictions nationally and internationally.



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IML Managers Monthly Column

IML Annual Conference Rapidly Approaching

By: Jim Norris, Manager, Hoffman Estates

If you're looking for a great training opportunity for an equally great value, then don't miss the 105th Illinois Municipal League (IML) Annual Conference. This year's conference will be held from September 20-22 at the stately Hilton Chicago (720 S. Michigan Avenue) in Chicago, Illinois.

Attendees will enjoy the keynote speaker – dual-sport All Star Bo Jackson. As a former Heisman Trophy winner, Jackson has a great story that will definitely energize the crowd.

Also new at this year's conference is a Statewide Candidates Forum. Illinois candidates for Governor and Attorney General have been invited to discuss issues of importance. This event will give municipal officials an opportunity to learn first-hand where the candidates stand on important issues.

These new events are in addition to the broad array of session topics offered Thursday afternoon through Saturday afternoon. The conference features sessions on economic development, municipal management, human resources, finance, public works, legal issues, public safety, risk management, and communication. There will also be a panel of legislators discussing best practices for legislative advocacy.

The IML Managers Committee is involved with two sessions in particular. The first is entitled "Cultivating the Benefits of Professionally Managed Communities" and the second is entitled "The Business Case for Diversity and Inclusion." These sessions present an opportunity to come and support your colleagues.

If you can't attend and have an assistant manager, please encourage them to attend.

I hope you take the opportunity to attend the conference. Registration is available at iml.org/conference.





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Geronimo Energy, continued from page 6

electric cost savings via subscriptions. Developers across the state are currently and actively seeking locations to site community solar projects – if your community is thinking about how it too can prosper by opening its doors to solar, the time to act is now. Contact your local officials and neighbors today – let them know that you support solar, and you want their help in hanging the welcome banner across your community's threshold.

Johnson Controls, continued from page 7

A turnkey approach means one point of responsibility, leading to lower risk during implementation. For example, of the 4,900 street lights we installed over the two phases, only five residents called with an issue about the installation. The Performance Contract was executed by several key players, including Baxter & Woodman Consulting Engineers for design of the water system improvements, Boller Construction Company for construction of the water system improvements, and Concentric Integration for design of SCADA improvements and complete integration of the water system controls. This team has successfully delivered several projects together.

Johnson Controls has found major opportunities for infrastructure reinvestment, funded by energy and operational savings, at hundreds of communities through improvements to facility HVAC, street lighting, water meters, and water and wastewater utilities. To find out if performance contracting is a good fit for your community, contact Ermin Arslanagic at Ermin.Arslanagic@jci.com.

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Unconscious Bias:

How do you know what you don't know?

Now, more than ever, it is imperative for Managers/Administrators to be cognitive of the communities they serve and the organizations they lead. The profession of local government calls on us to be good stewards of the public trust and to engage the citizenry we serve. To this end, sound leaders should be well-versed in understanding perspectives that may differ based on gender, race, age, religious preference and more. Furthermore, it is important to build organizations which evolve to mirror the respective communities being served.

Patricia Efiom, Chief Equity Officer, City of Evanston, will provide thought provoking insights and examples that will be sure to catch your attention. Join colleagues over lunch and listen to a presentation about Unconscious Bias and what Managers/Administrators ought to be thinking about when establishing an environment of inclusion.

Date:	Thursday, October 18, 2018	
Time:	11:30 AM	Networking
	Noon	Lunch
	12:30 PM	Presentation
Location:	Harry Caray's 70 Yorktown Center Lombard, IL	
Cost:	\$30 for Metro Luncheon Only (MIT's are Free)	
	\$20 for Students/Interns for Metro Lunch only	
	\$60 if attending both the Luncheon and the ILCMA Professional Development Program <i>"Dimensions of Wellness"</i>	
	\$50 for Students/Interns if attending both events	
RSVP:	Online Registration: https://www.ilcma.org/?p=7944	
By October 12	Email registration to Alex Galindo at agalindo@niu.edu	
	Phone in Registration 815-753-5424	

Cancellations must be made by October 12, 2018. Any cancellations after that date will require full payment.

continued from page 5

At its core, the pursuit of well-being is about cost-effectively meeting the needs of employees where they are in their lives— professionally and personally. Robust data analysis provides directional insight for cost strategies. And equipping managers to help employees build stress resilience through better work-life integration supports the steady progress of wellbeing initiatives. Fostering an environment of physical and emotional wellbeing strengthens an employer to the extent that it strengthens individuals and creates a prosperous community— within the organization and beyond.

1 Journal of Occupational and Environmental Medicine "Corporate America and Community Health: Exploring the Business Case for Investment," May 2015

2 Journal of Occupational and Environmental Medicine, "Busy Yet Socially Engaged: Volunteering, Work-Life Balance, and Health in the Working Population," February 2015 Consulting and insurance brokerage services to be provided by Gallagher Benefit Services, Inc. and/or its affiliate Gallagher Benefit Services (Canada) Group Inc. Gallagher Benefit Services, Inc. is a licensed insurance agency that does business in California as "Gallagher Benefit Services of California Insurance Services" and in Massachusetts as "Gallagher Benefit Insurance Services." Neither Arthur J. Gallagher & Co., nor its affiliates provide accounting, legal or tax advice.

This is just one of 17 articles from Gallagher's 2018 Human Capital Insights Report. To download the full report, visit ajg.com/hci_physicalemotional.

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ILCMA Memberhip Responsibilites For Members In Transition

ILCMA members are encouraged to contact fellow members that are in transition. ILCMA members can help members in transition in the following ways:

- Hire members in transition for interim work and special projects.
- Provide office space and equipment for members in transition.
- When going to ICMA or ILCMA conferences, invite a member in transition to share your room at no cost.
- Invite them to an ILCMA, Downstate, Metro, IACA, SWICMA, Legacy Project, or IAMMA meeting as your guest.
- Monitor the environment. As one hears about a member that may be in trouble, members are encouraged to contact either the ILCMA Executive Director or one of the Senior Advisors.

ILCMA members are asked to help identify ILCMA members as soon as it appears that they are leaving a management position and do not have a new position identified. In addition to monitoring local papers, members should also frequently advise their regional counterparts to notify them of members who may be in transition. Once a member in transition (MIT) is identified, the member should advise the ILCMA Secretariat so that ILCMA support can be offered. ILCMA members are encouraged to personally contact the MIT to provide support. A Board liaison will be assigned to maintain regular (weekly or hi-weekly) contact with the MIT, encourage others to contact the MIT, and will keep the ILCMA Secretariat aware of the MIT's status. The Board liaison will coordinate closely with the Senior Advisors and between the two entities should provide the MIT with the support services available through the ILCMA and the ICMA.

Do you have Special Projects for which you need Additional Help? Has your Staff been Cut Back, but your Workload Increased or Stayed the Same?

If so, ILCMA has a solution to your problem. Have you ever considered utilizing one of ILCMA's programs to help fill temporary job assignments or conduct a special project? ILCMA has two programs that may meet your needs:

Member in Transition Program (MIT) – ILCMA keeps a list of Illinois managers and assistants in transition. These members are willing and able to fill positions, do special projects, and provide expert service to you and your community (list of MIT's below).

Professional Resource Program (PRS) – The PRS program consists of retired, semi-retired, and MIT's who are again able to do special projects, fill positions, and provide expert professional services to your local government. For information please visit the ILCMA website at <https://www.ilcma.org/programs-and-services/ilcma-professional-resource-service/>

The ILCMA Senior Advisors have the most current list of Members in Transition and Professional Resource Program participants. Please do not hesitate to contact either Dawn Peters at ILCMA or one of the Senior Advisors.

Also, don't forget about recent MPA graduates. This is a tough job market and many of them are searching desperately for a position. They may be willing to provide services on contract for short-term projects. This will help them gain additional experience while searching for their first full-time position. Contact any of the graduate schools in your area to identify students who may be willing to do this type of work.

Members in Transition Who Agreed to Publicize their Information: (Visit the Members Only section of the ILCMA website to view resumes of those who have submitted them.)

John Kolata	jdkolata@hotmail.com	309-525-2359
Janet Matthys	janetmatthys@gmail.com	708-698-1523
David Nord	dave3441@yahoo.com	815-520-9757
Tim Ridder	timothyridder@hotmail.com	309-236-0929
Mike Mertens	michaelsmertens@yahoo.com	708-297-7126



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CLA Courses Qualify for ICMA's Voluntary Credentialing Program

The new lineup for 2018-19 will begin in late September with over 25 courses offered!

As the summer winds down, look for our new brochure and course announcements throughout September and October.

CLA workshops will be held at one of four locations in the region:

- *NIU Naperville Campus, 1120 East Diehl Road, Naperville*
- *NIU Hoffman Estates Campus, 5555 Trillium Blvd., Hoffman Estates*
- *DeKalb County Community Foundation, 475 DeKalb Avenue, Sycamore*
- *Giving DuPage/DuPage County Complex, 421 N. County Farm Road, Wheaton*

Location varies by workshop and topic.

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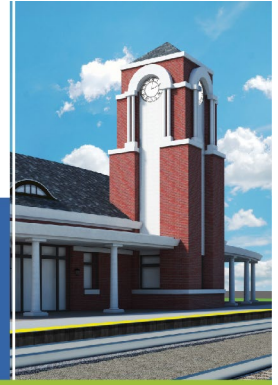
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2nd Quarter
2018 Legacy
Project
Luncheons



Social Media, Public Speech and the First Amendment

On May 23rd, Rebecca Buckwalter-Poza, a writer and legal analyst, tweeted “I sued the President, and I won” after a Court ruled that President Donald Trump violated her First Amendment rights by blocking her on twitter. The District Court had found that the Constitution applies to social media platforms of public officials and that the president’s twitter feed is a public forum.

Join Attorney Yordana Wysocki to discuss what this means as government officials and employees, when a private social media account is considered “public” and how this intersects with employee relationships and discipline.

Ms. Wysocki has represented and defended local governments and their employees for the last ten years with Hervas, Condon & Bersani, P.C. in Itasca, Illinois.

3rd Quarter Luncheons

Brown Bag (bring your own)

Wednesday, September 5
Sikich Office in Naperville 1415
W Diehl Rd #400 Naperville, IL
60563

[RSVP for Naperville](#)

*Luncheons begin at 11:30 a.m.
and end promptly at 1:00 p.m.*

*Please join us for interactive
discussion on topics of particular
interest to women working at all
levels of local government.*

To learn more about the Legacy Project, please visit our website:

www.legacyprojectnow.org



ILCMA Members Become ICMA Credentialed Managers

Andrew Lichterman, Assistant Village Manager of Deerfield, IL, recently received the International City/County Management Association (ICMA)'s Credentialed Manager Candidate designation. He will become an ICMA Credentialed Manager in November 2020.

Interested in Becoming a Credentialed Manager?

The Application Deadlines and Fees are:

- January 3
- April 3
- July 7
- October 2

In addition to the \$75 cost of the Applied Knowledge Assessment, the online application fee is \$50. Paper applications are no longer available.



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Legacy Project

ADVANCING WOMEN IN LOCAL GOVERNMENT

2018 Seminar

Thursday, October 11

8:15 a.m. to 9:15 a.m.:

Registration, breakfast & book distribution.

9:15 a.m.: Session Begins

11:30 a.m.: Book signing & meet the authors.

Location:

Maggiano's Little Italy
1901 E Woodfield Road
Schaumburg, IL 60173

Registration Fee:

\$60 Members

\$85 Non-Members

\$95 Membership Dues &
Registration

\$20 Intern/Student

[Register Online](#)

A copy of Andrea Kramer and Alton Harris's *Breaking Through Bias* is included with registration.

Breaking Through Bias

Communication Techniques for Women to Succeed in the Work

As the topic of our most recent Legacy Book Club discussions the book, *Breaking Through Bias*, by Andrea Kramer and Alton Harris, was very much enjoyed. So we are now thrilled to announce that Ms. Kramer and Mr. Harris will be our presenters for the Legacy



Project's 2018 Seminar. The seminar will be an interactive session that includes identifying and overcoming the discriminatory effects of gender bias. In addition, Andie and Al will lead an important discussion of realistic career situations and decisions that could be affected by gender bias – and how to minimize the likelihood of this happening.

Attendees will gain:

- ⇒ An understanding of the operation of gender stereotypes and workplace bias;
- ⇒ A recognition of the bottom line value of truly diverse leadership teams;
- ⇒ Techniques to use to show how to be effective, and skillful leaders, without triggering stereotype backlash;
- ⇒ An appreciation of the role men and organizations can play in assuring that women can advance as fast and as far as the men while minimizing the gender bias negatively influencing career-affecting decisions.

Register early to reserve your spot! Registrations received before May 5th, will be able to pick up their book at the Legacy Conference on May 18th.

To learn more about the Legacy Project, please visit our website:

www.legacyprojectnow.org



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- **RECOGNIZE AND ELIMINATE BIAS: KEYS TO
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Wednesday, September 19 | 1:00 – 2:30 p.m. ET
- **TAKING SMART RISKS AND REBOUNDING
FROM SETBACKS**
Thursday, October 25 | 1:30 – 3:00 p.m. ET
- **GAINING PROJECT SUPPORT FROM YOUR
TEAM, ELECTED OFFICIALS, AND THE PUBLIC**
Wednesday, November 14 | 2:00 – 3:30 p.m. ET

Register now at:
icma.org/coachingwebinars



ILCMA Reception at the ICMA Annual Conference in Baltimore

Once again, ICMA is setting aside an evening at the annual conference for affiliate receptions and alumni dinners. The ILCMA reception will take place at **laScala Ristorante Italiano** after the NIU MPA Alumni and Friends dinner. WCMA & ILCMA are planning an after-dinner cocktail reception at **laScala**, which is just blocks from the convention center.

Location: La Scala Ristorante Italiano
1012 Eastern Avenue
Baltimore, MD 21202

Date: Monday, September 24, 2018

Time: 8:30 p.m. – 10:30 p.m.

Please join ILCMA for an evening of networking and fun!

We hope to see you at the ICMA 104th Annual Conference in Baltimore, MD in September!



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ILCMA will once again be participating as an exhibitor at the Illinois Municipal League Conference and is seeking volunteers to staff the booth. Please sign up for a time slot using the form below!

IML Conference Booth Sign-up for Booth #415

Count me in! I have indicated three (3) time slots that I can work

Name: _____

Title: _____

Address _____

Phone _____ Fax _____ e-mail _____

Please indicate your choices by putting a 1 by your first choice, a 2 by your second choice and a 3 by your third choice:

Thursday, September 20

_____ 2:00 pm – 3:30 pm

_____ 3:30 pm - 5:00 pm

Friday, September 21

_____ 10:00 am - 11:30 am

_____ 11:30 am – 1:00 pm

_____ 1:00 pm – 2:30 pm

_____ 2:30 pm – 4:00 pm

_____ 4:00 pm – 5:30 pm*

*The Dessert Reception will be held from 4:30 - 5:00 p.m. Teardown begins at 5 p.m. on Friday.

_____ YES, my mayor is willing to staff the booth with me!

Please respond by September 8th to:

Dawn S. Peters
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Center for Governmental Studies
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You can also fax or e-mail your response to:

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Midwest Leadership Institute

Helping local government navigate a complex world in a time of disruptive change

Approach

A basic premise of the Midwest Leadership Institute is that successful outcomes in local government require a deep understanding of interpersonal leadership. The ability to understand individual and organizational behavior and the ability to diagnose why people act the way they do is crucial. The courage and discipline to admit when you do not know what you do not know, which requires you to know yourself and your emotions, is also a focus of the Institute.

Who Should Attend

Local government professionals including chief administrative officers, assistants, and department heads interested in advancing their career who would like to:

- Thrive in an increasingly complex world with multiple personalities, competing self-interests, questionable ethics and the prominence of the information age.
- Function in a complex world with challenges facing local government professionals that can make leaders feel like the healthiest person in the emergency room.
- Implement sound judgment, an important concept of the Institute, which will help guard against blind pathology and acting without the proper analysis.

The Institute customizes learning to the needs of the participants. Learning in teams focusing on real world local government scenarios is a critical component of the Institute.

Curriculum

The Institute is an intensive 4.5 day program with both an internal self-focus and an external organizational focus. The Institute consists of nine learning pods including lectures, exercises, team discussions and team presentations.

The nine learning pods are as follows:

1. Leadership in the New Order of Things and Fundamental Concept for Leading People
2. Judgment – The Foundation to Successful Leadership
3. Emotions – The Ultimate Motivator
4. Self-Awareness – Overlook at your Own Risk
5. Resistance, Motivation and Performance
6. The Unique Challenges of Public Sector Ethics
7. Groups Committing to Reality
8. Aligning Goals, Tasks and Relationships
9. Balancing the Competing Needs of Work, Family and Self

If you are an **ICMA Credentialed Manager**, the Institute includes practice areas 1, 4, 5, 6, 8, 13, & 14.

Instructors

A cross-disciplinary team of leading local government practitioners and experts in executive coaching and leadership development presents the program

- David E. Morrison, M.D.
- Daven Morrison, M.D.
- David M. Limardi, Midwest Regional Director, ICMA, MPA, ICMA-CM
- Robert Kiely, City Manager, Lake Forest, MPA, ICMA-CM

Logistics

Each program is limited to 40 participants to ensure time for one-on-one individualized coaching as well as small group and all-participant events. Tuition for the entire 4.5-day Institute is \$2000 for ICMA members or \$2200 for non-ICMA members and includes course materials, continental breakfast daily and lunch four days. Organizations that send multiple participants are eligible for tuition discounts. Please see below for contact information.

The Institute will be held **April 29 – May 3, 2019** at Northern Illinois University's Naperville campus, 1120 East Diehl Road, Naperville, IL.

Visit www.cgs.niu.edu/midwest_leadership_institute for more program details and area lodging options. Please contact Dawn Peters at dpeters@niu.edu or call her at 815-753-0923 with questions.

Register Today

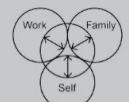


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The APA-IL Planning Officials Development Committee with the Chaddick Institute for Metropolitan Development at DePaul University provides training opportunities to planning officials around Illinois.

**Join us at the 2018 APA-IL State Conference in Springfield!
Training held on Sept 27th. Special rates for commissioners!**

"...Overall, the training session was a great opportunity for my Commissioners to be on the same page. Moving forward, I plan on designing additional training sessions that will be on topics specifically related to our community..."

Kimberly Clarke – City of Countryside



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Illinois Chapter

Making Great Communities Happen

For more information about training opportunities, visit ilapa.org/planning-officials

Photo: David Silverman, AICP leads 2017 APA-IL State Conference Plan Commissioner Training in Naperville, IL

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ILGNet is now ILCMA Community Resource Network



The communication tool for ILCMA and IAMMA has been updated. If you already subscribe to ILGNet you don't need to do anything to continue utilizing this tool. If you haven't joined you should know that this system is the web portal for knowledge and communication sharing for ILCMA and IAMMA members. ILCMA Community Resource Network provides the following features:

- Displays the most current 10 questions asked
- Enables you to search question and answer history
- Allows you to build your own profile so that it is personalized to your interests
- Ability to opt in/out of categories and tailor options for receiving information
- Ability to capture, store, sort and view all current and archived information
- See the latest questions from both associations – as well as your topics of interest
- Ability to respond to a posted question as well as an emailed question

To join please go to www.netqa.org/ILGNET/_cs/GNSplash.aspx or www.ilcma.org. and follow the instructions.