AGENDA

I. CALL TO ORDER / DECLARATION OF QUORUM

II. APPROVAL OF MEETING MINUTES OF AUGUST 4, 2014

   Citizen Comments

III. ITEMS FOR DISCUSSION
   HH 1  Human Services Funding Summit

V. ITEMS FOR CONSIDERATION
   HH 2  Police Complaints
   HH 3  Harley Clarke
   HH 4  Antibiotics in Farm Animals
   HH 5  Career Pathways

VI. COMMUNICATION
   HH 6  Citizen Police Academy Admission Criteria
   HH 7  General Assistance Report

VII. ADJOURNMENT

Order & Agenda Items are subject to change. Information about the Human Services Committee is available at: www.cityofevanston.org/humanservices Questions can be directed to Erika Storlie Deputy City Manager at 847-448-8007.

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HUMAN SERVICES COMMITTEE
Monday, August 4, 2014
6:30 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present:  Alderman Fiske, Alderman Braithwaite, Alderman Holmes, Alderman Tendam, Alderman Grover, Alderman Burrus

Members Absent:   None

Staff Present:  Wally Bobkiewicz, Erika Storlie, Ylda Capriccioso, Commander James Pritchett, Michelle Masoncup, Johanna Nyden, Paul Zalmezak, Karen Danczak Lyons, Jessica Wingader

Presiding Member:  Alderman Burrus

AGENDA

I.          CALL TO ORDER / DECLARATION OF QUORUM
Alderman Burrus called the meeting to order at 6:37pm.

II.         APPROVAL OF MEETING MINUTES OF JULY 4, 2014
Alderman Holmes moved approval. Alderman Grover seconded approval with a correction. A voice vote was taken to approve the July 4, 2014 minutes and it was approved 6-0.

III.   ITEMS FOR DISCUSSION

Citizen Comments

Betty Ester opened by asking if the Sept. 29, 2014 special committee meeting would be open to public comment.

Alderman Burrus replied that the agenda wasn’t set, but citizen comments are allowed at all meetings.

Ms. Ester stated that, in reference to the reports accompanying HH1 Human Services Funding, there was a discrepancy in the reported numbers.

Alderman Burrus stated that staff should review and have a more detailed explanation at the meeting scheduled for September 29, 2014.

Ms. Ester, in reference to HH4 medical marijuana, encouraged the companies interested in the space, to describe who they are, their background, the staff involved, and asked the companies to provide a description of services to Evanston residents.

Ms. Ester also wanted to discuss the police report, while not a part of this agenda that detailed the number of stop and frisks in Evanston. She requested a report of the reasons people were stopped and who was stopped according to which reason. Some of the reasons include suspicious activity, gang activity, traffic related activity, and other activity. Betty Ester believes that officers are using racial profiling.

Alderman Burrus thanked Ms. Ester for her concerns.
Alderman Holmes clarified that the agenda item for this meeting was a possible space for a medical dispensary, not potential tenants, companies or individuals.

Ms. Ester asked if the community would have access to information about companies potentially interested in the space. Ms. Ester expressed concerns that residents wouldn’t be provided information about the rules and regulations the companies would follow.

Alderman Holmes stated that she understood concerns and that she didn’t want to be misleading as this was not the topic for this meeting.

Ms. Ester restated her request for information about the companies considering the space.

Alderman Holmes restated that the information Ms. Ester is requesting is not part of this meeting.

Alderman Burrus asked Commander Pickett if he would like to respond.

Commander Pickett declined, stating that his goal is to talk about the animal shelter.

Alderman Burrus called for other citizen comments. When none were forthcoming, Alderman Burrus called for Items for Discussion.

III. ITEMS FOR DISCUSSION

   HH1 Human Services Funding

Alderman Burrus stated that the Committee hoped to meet possibly on September 29, 2014, to continue discussions about grant funding. She asked Wally Bobkiewicz to talk about the proposed date.

Wally Bobkiewicz opened by summarizing the Committee’s request for a special meeting that also involved Housing and Community Development Grant Committee, and the Mental Health Board. Staff reviewed calendar and agreed that a Monday night meeting would be ideal. Staff proposed the date of September 29, 2014 in the Parasol Room. Mr. Bobkiewicz stated the goals of the meeting and requested that the Committee decide on the meeting date.

Alderman Holmes asked how the date would work in terms of the budget process.

Mr. Bobkiewicz stated that the budget would be released in the next two weeks, but that any proposed changes would not affect the budget for 2015 - the Committee already signed off on the funding for this fiscal year. Any changes would affect the budget starting in January 2016.

Alderman Grover thanked Mr. Bobkiewicz and moved to approve the date.

Alderman Holmes seconded. A voice vote was taken and approved 6-0.

Sandi Johnson requested a different meeting date as the Mental Health Board could not attend on that date.

Sandi Johnson requested a date before September 16, 2014, or after October 2, 2014, otherwise leadership from the Mental Health Board could not be present.

Alderman Burrus stated that it was extremely important to have representatives from the Mental Health Board present and clarified that a representative from the Mental Health Board couldn’t attend.

Alderman Grover proposed alternative dates including October 6th or October 20th.

Mr. Bobkiewicz stated that staff considered other dates and asked for the other dates.

Erika Storlie stated that the September 29th date was the only one that worked for Human Services Committee, the other two committees, and City staff, unless the group agreed to meet later in October as suggested by Sandi Johnson. That board could also meet in place of Human Services.
Mr. Bobkiewicz apologized as he was under the impression that the Health Department had reviewed the date with the Mental Health Board.

Alderman Grover moved to rescind action. Alderman Holmes seconded. A voice vote was taken to rescind and the motion was rescinded 6-0.

Alderman Burrus agreed that it was the goal of the Committee to take a comprehensive approach to the conversation and include all parties like Mental Health and local non-profits.

HH2 Citywide Grants

Ylda Capriccioso introduced herself and stated that she gathered the information requested by the Committee. Information about fundraising would be provided at subsequent meetings; the memo for tonight addresses grant funding. Ms. Capriccioso addressed some of the discrepancies in the numbers and stated that she could provide an updated chart. She further provided a brief history of recent funding streams including ARRA, NSP and NSP2; contributions that will not occur again. Ms. Capriccioso also stated that departments were applying for grants as opportunities allowed. She closed her presentation by stating that she was open to questions.

Alderman Burrus stated that the City is trying to leverage money, particularly with matching grants from City/State sources, to support and fund projects without using taxpayer dollars. Alderman Burrus further stated that the City, particularly the Parks & Recreation Department, was doing a great job.

Alderman Holmes asked about the different types of fundraising.

Ms. Capriccioso described private donations that the City accepts for specific projects.

Alderman Holmes asked if the “I Heart Evanston Trees” campaign was an example.

Alderman Grover stated that in addition to identifying and applying for grants, staff is also successful at securing grants.

Alderman Burrus noted that the City needs to continually recognize funders, siting the Arrington Lagoon and the Crown Ice Arena.

V. ITEMS FOR CONSIDERATION

HH3 City of Evanston/EPL Memorandum of Understanding

Karen Danczak Lyons stated that, at the previous Human Services Committee meeting, there was a request to clarify parking associated with library, both of which are city assets. Changes were made to article 3 identifying parking lots by pin numbers.

Alderman Burrus stated that she appreciated the clarification and asked if anyone had questions.

Ms. Danczak Lyons clarified that there is no pin number for the parking lot under the library, but that the lot is identified appropriately as the lot under the library.

Alderman Grover move approval of the City of Evanston/Evanston Public Library Memorandum of Understanding and recommended that it be sent to City Council. Alderman Tendam seconded. A voice vote was taken and it was approved 6-0.

HH4 Medical Marijuana

Johanna Nyden, Economic Development Manager, discussed the opportunity for a medical cannabis dispensary. The Public Act “The Compassionate Use of Medical Cannabis Pilot Program Act” was signed into law last year and allows for cultivation and dispensary centers. Ms. Nyden stated that, even though this is a pilot program, the rules are well defined. Applications are due to the State sometime in September. There would be a period of review and interested entities must list all criteria as defined by State rules and regulations. The location of a dispensary in relation to schools and daycare facilities is clearly regulated.
Additionally, dispensaries can’t be located in residential zones. In Evanston only a small area meets the requirements. Ms. Nyden provided a map, discussed additional limitations and defined three properties, 1800 Maple Ave., 900 Clark St., and 1830 Sherman Ave., that matched the location criteria. She further discussed the viability of the three spaces. The City owned space at 1800 Maple has been vacant because it is not suitable for food use, doesn’t have enough foot traffic for a coffee shop or retail incubator, and is too expensive for non-profits or a year round farmer’s market to purchase and build out.

Ms. Nyden provided examples of several dispensaries and reviewed the four criteria the State would use to evaluate potential applicants if the Committee decided to issue a letter of consent stating that the City as a property owner is willing to lease to a medical marijuana dispensary.

Alderman Holmes asked if the State was looking for minority business owners.

Ms. Nyden clarified that being a minority business owner was a way for applicants to secure additional points. If all applicants are strong, the State would consider minority candidates over others.

Alderman Grover asked if the State would regulate the operations of the dispensaries.

Ms. Nyden clarified that the City would have very little to do with regulating the operations.

Alderman Grover also asked if the City’s only involvement would be as a landlord; she asked if the City would have any further involvement.

Alderman Holmes stated that she understood the City’s involvement.

Alderman Grover asked about the City’s involvement in the application process.

Ms. Nyden stated that the City would have no involvement in the application process. The debate before the Committee tonight is to see if the City should offer a contingent lease. Letters would be individually addressed to each applicant and would not obligate the City to execute a lease.

Alderman Grover asked if State law stated anything about the identity of owners of the properties housing dispensaries.

Ms. Nyden stated that that will be addressed in the suitability of proposed location. She went on to defined the timeline, stating that applications would be due in September, there would be a period for comment, then an application review period – the City would have a better idea of the entities looking to use the space. If applicants were selected, then lease negotiations for the property would begin –late fall, early winter.

Alderman Grover asked if the City was obligated to issue the letter to any interested entity.

Ms. Nyden replied that the Committee could put additional requirements on the applicants and it was a discussion for the Committee.

Alderman Braithwaite asked if the vendor needs a letter from the City before submitting an application to the State.

Ms. Nyden stated that the letter is part of the application. A potential vendor must demonstrate that they have a security plan, an operational plan and the ability to enter into a lease.

Alderman Braithwaite asked if the Committee needed to decide the number of letters issued or if the Committee needed to decide the criteria to issue the letter.

Ms. Nyden stated that it was up to the Committee.

Alderman Holmes clarified that the goal was to decide about the letter.
Alderman Tendam asked if it was necessary to let the State know how much money the City would commit to this project.

Ms. Nyden stated that the City had $150,000 as part of the Parking Fund to help update the building, but part of the challenge of the space is the cost to build out. The City will pursue a market rent rate for the space. There would be no rent reductions for build out of the space.

Alderman Fiske commented on the desirability of the space because it is so open

Ms. Nyden agreed stating that all of the potential vendors the City interviewed over the space had different plans for the layout.

Alderman Holmes asked if the letter would be for all interested parties. So the letter could be given to any interested parties, the only thing that the City is stating is that the space is available.

Ms. Nyden confirmed that that was correct.

Mr. Bobkiewicz stated that it was not the City’s goal to select the vendor. Evanston is competing with communities all over the State and that many communities are having similar discussions. The City must decide what makes sense. The State has an extensive process. It would be in the City’s best interest to make the letter available to all interested parties. Mr. Bobkiewicz further stated that he recommend the Committee recommend this to the full Council that the letter be made available to all interested parties. It would be up to the State to decided next steps. Mr. Bobkiewicz closed by stating that the parties vying for the space want to fit into the communities; they bring opportunities for employment and training. The City would work with the companies interested in submitting applications and there are lots of opportunities for additional discussions.

Ms. Nyden continued with her presentation by outlining the opportunity to tax a dispensary. She described preliminary sales projections and, with the proposed 4% tax on medical cannabis sold, explained the broad range of numbers from conservative to those based on dispensaries in other states.

Alderman Fiske asked what would happen if an organization wants to open a daycare, preschool, elementary school or secondary school within the proposed area.

Ms. Nyden stated that the application is based on preexisting conditions at the time of application. It wouldn’t preclude an organization from using the space.

Alderman Fiske went on to ask about the growers and the agencies responsible for regulating them. She asked if it was appropriate for a municipality to rent for a use contrary to Federal Law and, if the sunset provision ends in four years, how appropriate is it to sign a lease for longer. Other questions include what forms medical marijuana takes and who determines strengths if it isn’t a regulated drug. She asked if the City had to rely on the State to make that determination.

Mr. Bobkiewicz reinforced that the City would have no regulatory authority. The City’s role is land use only. Mr. Bobkiewicz reviewed other municipalities and found no other examples of City owned property. However, Peru, Illinois, is providing TIFF funds for the grow portion of the business and another county in Southern Illinois is debating selling land.

Alderman Fiske asked about the City’s exposure to liability.

Mr. Bobkiewicz agreed that it was a concern; he further stated that the City researched other states and that no similar issues have come up. Mr. Bobkiewicz pointed out that the State is moving forward with these opportunities and that this is a good opportunity for Evanston to pursue. There are other landlords and the businesses will go elsewhere. There have been no negative outcomes from other states and that, of those that are moving forward, there have been no issues. This is a unique opportunity that the Committee can pursue. Other jurisdictions have had no negative
Alderman Fiske not commenting on the benefits of medical marijuana.

Mr. Bobkiewicz stated that his response is a pragmatic one – the vendors want to use a space that the City owns, but has been unable to fill.

Alderman Fiske asked about research possibilities with Northwestern University.

Mr. Bobkiewicz stated that MedFarm, the company also located in Peru, Illinois, is working with Richard Miller, PhD, from the Feinberg School of Medicine. Dr. Miller is working on the scientific study of cannabis for therapeutic treatment for serious medical conditions. MedFarm will contribute 1% of profit to fund special research. The City is unaware of any further partnerships.

Alderman Fiske asked if the products took the form of tobacco, candy, or an oral spray.

Mr. Bobkiewicz stated that the products were by prescription – it isn’t a matter of people purchasing items off the rack.

Alderman Grover stated that according to her understanding, Illinois law is very strict compared to other states. The lease would have the same terms for provisions for liability that any of the other City leases.

Mr. Bobkiewicz stated that the City could enter into a longer term lease with the idea that, if the law changes, the City would still have the benefit of the rental income. The City is looking at this as an economic development opportunity. If the City participates in the build out costs, the terms of the lease are factors that would be taken into account.

Alderman Holmes stated that the leasee would want to negotiate the terms also and would be aware of the risk.

Mr. Bobkiewicz stated that many interested vendors have approached the City. The City shouldn’t be concerned that businesses won’t have ability. Vendors will have the opportunity to have a profitable business. It makes sense that Evanston should be a part of this.

Alderman Burrus called for citizen comments and the following people spoke concerning HH4:

Mr. Canning opened by stating that he is representing MedFarm, and introduced his partners Jeff Basler, CEO, and Joe Dooley, Director of Sales. He stated that both were available to answer questions. His company’s goal is to bring a professionalism to the business and to partner with Northwestern University professors Richard J. Miller and David E. Victorson, to research the medicinal properties of cannabinoids. MedFarm would like to open a research facility and partner with the professors named. The research would also depend on patient input. MedFarm appreciates the community of Evanston and asks that the Committee support the resolution.

Alderman Fiske asked why an individual office was necessary. She also asked if the use of medical marijuana would ever become a mainstream prescription drug. Additionally, she asked about the difference between medical marijuana and over the counter drugs.

Mr. Canning replied that the State regulates the sale of medical marijuana and doesn’t yet recognize it as a medicine. The State defines marijuana as non-exempt – it can be taxed. The State additionally regulates location.

Alderman Fiske asked if medical marijuana could get federal approval.

Mr. Dooley stated that marijuana is a schedule 1 drug and not allowed in pharmacies – it isn’t regulated by the FDA.

Alderman Fiske asked about FDA approval.

Mr. Dooley stated that the goal is to reduce the label so that medical marijuana is recognized for medicinal purpose and made more available.
Alderman Fiske asked if anyone has applied for FDA approval.

Mr. Dooley replied that approval isn’t possible because it is still a Schedule 1 drug. The DEA will no longer prosecute people for using marijuana medicinally and has asked Congress has to reduce the label so it is no longer a Schedule 1 drug.

Alderman Burrus asked about clinical trials.

Mr. Dooley replied that there is one strain in Mississippi that is being researched. He further stated that trials are limited. MedFarm’s goal is for the Northwestern professors to research the strains the company is using to test the effects on specific things including pain, anxiety, and nausea and to find new uses.

Alderman Burrus asked if the company had approval to perform tests on people.

Mr. Dooley replied that they had permission and that the research is called patient outcome because patients are choosing to participate.

Alderman Burrus clarified that there are approval methods.

Mr. Dooley replied that there were.

Mr. Canning further clarified that the company was just looking for a letter stating that the City provides consent, but wouldn’t obligate the City. He thanked the Committee for its time.

Brothella Quick representing MedMar Dispensary of Evanston, stated that the location on Maple is the only one suited for a dispensary. 900 Clark Street is not available because the landlord is not willing to lease to a dispensary. The Copycat building is not suitable because the basement is damp and not conducive.

Mr. John Sullivan stated that he represents another medical marijuana company and spoke at length in support of the proposal.

Alderman Burrus called for other comments.

Alderman Tendam thanked the staff and stated that there was a lot to learn. He is encouraged by some groups and believes that this is the right move for Evanston. He stated that he supports medical marijuana and that it would benefit the City to rent a space that has been vacant. He further stated that the building is in a good location and close parking.

Alderman Grover made a motion to recommend move adoption of resolution 59-R-14 authorizing the City Manager to execute letters of contingent lease approval for the City owned property at 1800 Maple Avenue. Alderman Tendam seconded.

Alderman Holmes clarified that the City would provide letters.

Alderman Grover replied yes.

Alderman Braithwaite also clarified that there would be no discrimination in terms of who receives letters.

Alderman Fiske stated that the City needed language that would protect it from any potential liability.

Michelle Masoncoup stated that she would draft the lease and ensure that liability language is strong.

A voice vote was taken and it was approved 6-0.

VI. COMMUNICATION

HH5 Evanston Animal Shelter Update

Commander James Pickett, Community Strategies Division, provided an update on the status of the animal shelter since CARE and the City severed ties. Commander Pickett
stated that approximately 172 citizens continue to volunteer; this includes approximately 70 new volunteers. The storage area behind the shelter has been cleaned out and is now used for animal behavior assessments. 12 cats and 6 dogs are currently housed at the shelter. Since May 2014, 19 cats and 13 dogs have been successfully adopted, 11 cats and 6 dogs are in foster homes, and 2 cats and 5 dogs have been sent to rescue. The volunteers are working hard to only house animals for 20 days.

Commander Pickett also stated that dates have been set for volunteers to be SAFER Certified through ASPCA. Chief Animal Warden Linda Teckler and several volunteers will attend training in October through the Wisconsin Humane Society. Additionally, a SAFER Certified Trainer will complete further training in Minnesota. Commander Pickett stated that members of the Board of Animal Control have been appointed; he named the members and defined their goals. Commander Pickett stated adoption hours and ended by commending the volunteers and thanking them for their efforts.

Alderman Fiske commented that the volunteers appreciated Commander Pickett and the good working relationship that now exists. She thanked Commander Pickett for all his hard work.

Alderman Burrus called for other questions.

VII. ADJOURNMENT
Alderman Grover moved to adjourn. Alderman Holmes seconded. The meeting was adjourned at 7:58 pm.

Respectfully Submitted,

Jessica Wingader
Memorandum

To: Honorable Mayor and Members of the City Council
   Human Services Committee

From: Wally Bobkiewicz, City Manager

Subject: Proposed Human Services Funding Summit to Continue Discussion of Human Services Funding and Procedures

Date: August 29, 2014

Recommendation
It is recommended that a joint meeting between the City Council Human Services Committee, the Mental Health Board and the Housing and Community Development Act Committee be held on October 6, 2014 instead of the regularly scheduled Human Services Committee meeting. The purpose of the joint meeting is to continue discussions of grant funding processes and procedures from the City of Evanston to local service organizations.

Background
The Human Services Committee decided on a FY 2015 funding allocation not to exceed $809,286 for Mental Health Board grants at the May 5, 2104 meeting.

Also, allocation procedures for human service funding was discussed at the May meeting, with consideration to returning to unified budget hearings for the 2016 fiscal year and revising funding procedures to maximize benefit to Evanston residents.

Currently the Mental Health Board funding process is the single largest allocation of General Fund tax dollars to outside agencies. Unified budget hearings have been done in the past and could be a potential time saver for local organizations who apply for both Mental Health Board funding and CDBG (Community Development Block Grant) funding that is distributed through the Housing and Community Development Act Committee.

Additionally, there was discussion of reforming how funds are allocated to focus on some key areas rather than maintenance funding, requesting an annual funding level from the City Council in the Spring prior to the Mental Health Board’s review of funding applications, and potentially transitioning scope from mental health to also include a broader public health and human services focus.
Memorandum

To: Members of the Human Services Committee
From: Richard Eddington, Chief of Police
Subject: Human Services Committee Report
Date: 27 August 2014

Attached are the summaries of complaint reviews since our last meeting. All of the complaints have been reviewed by the Citizen Advisory Board and the Citizen Police Advisory Committee. Their findings are listed at the conclusion of each report. Additionally, there are 34 positive letters and comments received complimenting the department's interactions with the community.

MI14-27 0114-09
0114-11
0114-13
0114-14
0114-15
0114-16
0114-17

Richard Eddington
Chief of Police
## PENDING COMPLAINT REGISTERS and DEPARTMENTAL INQUIRIES

**(EFFECTIVE 08-27-14)**

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## COMPLETED COMPLAINT REGISTERS and DEPARTMENTAL INQUIRIES

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Human Service Committee
September 03rd, 2014

| DI 14-17 | Unprofessional Conduct/Injury | 06-14-14 | 07-01-14 | Unfounded |
**DISPOSITIONS**

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<tr>
<td>Exonerated</td>
<td>Incident occurred, but was lawful or proper</td>
</tr>
<tr>
<td>Policy Failure</td>
<td>Allegation true, but the officer acted in conformance with policy resulting in harm to the complainant</td>
</tr>
<tr>
<td>Not City Related</td>
<td>Outside the jurisdiction of the City</td>
</tr>
<tr>
<td>Sustained</td>
<td>Allocations supported by sufficient evidence to justify a reasonable conclusion of guilt</td>
</tr>
<tr>
<td>SOL</td>
<td>The complainant failed to cooperate further</td>
</tr>
</tbody>
</table>
Evanston Police Department
Office of Professional Standards
Miscellaneous Inquiry
July 2014

MI 14-27
Initiated 7/03/14
Completed 7/04/14

Allegation: On June 29 the Complainant (African-American) alleged to the department’s Office of Professional Standards (OPS) that during a traffic incident on that date investigating officers were disrespectful of his rights. Specifically, the officers displayed extreme prejudice and partiality by not hearing him out when he attempted to give his version of the incident. Instead they cut him off abruptly in order to speak first with the other driver (Caucasian), who had initiated the call for service. No one was cited.

The Incident, Per the Police Report

On June 29 (7:40 p.m.) police responded to 2400 Main Street, where a semi-truck with a full-length trailer was blocking eastbound and westbound traffic. The driver stated he was attempting to pull into the parking lot at 2400 Main when his passage was blocked by a vehicle trying to exit. Due to the positioning of the truck/trailer the driver found himself unable to reverse and asked the driver (the Complainant) of the other vehicle to back up. The Complainant refused, whereupon the trucker phoned for police assistance. Responding officers engaged the Complainant, who immediately stated he wanted to complain about the trucker and his driving. Instead of attending to this complaint the officers asked that the Complainant back up in order to alleviate the traffic problem. The Complainant became uncooperative and demanded to know why he needed to move his car and why the officers weren’t listening to his story. They responded that the traffic hazard was the priority. The Complainant responded, “So I have to move my car because I’m black and he’s white?” The officers once again explained that the traffic obstruction was the priority and again asked the Complainant to move his vehicle. This time the Complainant complied. The officers then attempted to speak with him about events prior to the officers’ arrival, but the Complainant was uncooperative. He demanded their star numbers and advised he would be filing a complaint.

Actions Taken, OPS Commander

The Commander reviewed the 9-1-1 audio relevant to the incident. She found the truck driver was calm while requesting police assistance. She also discovered the Complainant phoned to complain about the officers and to speak with a supervisor.

During her interview of the Complainant, the Commander said, he stated he “refused to move out of frustration, because he had the right-of-way.” The Commander explained that the need to clear the traffic obstruction overrode the issue of right-of-way, whereupon the Complainant replied it was Sunday and traffic was light. The Commander acknowledged that, indeed, there was no accident, no confrontation, no damage. Nonetheless, the obstruction was evident. The truck couldn’t move until the Complainant’s vehicle moved. Thus, prejudice had nothing to do with the officers’ request that the Complainant move his car. Further, she explained, the truck driver initiated the call and therefore he was the officers’ contact-person.
Findings/Recommendation, OPS Commander

In a memorandum dated July 3 the OPS Commander delineated the above for the Chief of Police and informed him that she found no merit in the Complainant’s allegations. She therefore requested permission to take no further action, log the complaint as a Miscellaneous Inquiry, and close it with a disposition of exonerated. The Chief of Police concurred with the commander’s findings and on July 4 approved the disposition of exonerated.

Disposition: Exonerated

Kmt

CPAC: All members agree with disposition
EPAC: All members agree with disposition
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
May 2014

DI #14-09 Initiated 4/14/14 Completed 5/05/14

Allegation: On April 14 the Complainant phoned the department’s Office of Professional Standards (OPS) to allege that on April 12 (8:20 p.m.), the Accused Patrol Sergeant was rude and disrespectful toward the Complainant while responding to a report of burglary-in-progress at the Complainant’s residence in the 1800 block of Lyons. Specifically, alleged the Complainant, the Accused Sergeant neither took time to fully engage with her nor took enforcement action against a trespasser/thief.

If the above allegations are true, the Accused Sergeant will have violated departmental rules 1, 2 and 18.

The Incident, per the Accused Sergeant

The Accused Sergeant detailed the incident in a memorandum submitted to her immediate supervisor, a Patrol Commander. Upon arrival, she stated, she found two subjects—Witness One, who reported the burglary-in-progress, and Witness Two, the alleged trespasser/thief—speaking with on-scene officers while standing near a locked rental car. Witnesses One and Two appeared to be intoxicated. Witness One said two subjects who ran from the area when the first police officers arrived in fact had been burglarizing his residence. A large TV was in the back seat of the rental car. Witness One said he didn’t know who it belonged to. He also could not say what was taken from the residence.

As investigation proceeded it became apparent that Witness One’s report of a burglary-in-progress was false, a ploy intended to manipulate the police into evicting the Complainant from the residence. The property is in foreclosure because Witness One and his two brothers failed to make mortgage payments after inheriting the property from their deceased mother. The Complainant has been living there sans lease, i.e., paying no rent, since her former boyfriend (one of the brothers) left the state. Witness One said he consulted an attorney about having the Complainant evicted, but that avenue proved a dead-end because Witness One was unable to provide ownership papers. The Accused Sergeant advised him the police cannot evict without a court order.

The Complainant—who confirmed she has lived at the residence rent-free for approximately 18 months—and Witness One created a disturbance by yelling at each other throughout the incident. The Complainant’s brother arrived to defuse the situation by taking her to his home for the night. She voluntarily left with him. Then Witness One’s girlfriend arrived at the residence. She demanded the police arrest the Complainant. The Accused Sergeant declined.

As police personnel began to clear the area, noted the Sergeant, she became aware of yelling near Dodge and Lyons: The Complainant was returning to the residence—where Witness One’s girlfriend was standing on the front porch, holding a stack of papers. The Complainant ran onto the porch, confronted the other woman, and took possession of the papers. A first-responding officer intervened. Saying he had taken the papers from the Complainant upon arrival, he returned them to her. Witness One’s girlfriend joined him outside the fenced yard,
whence they screamed at the Complainant and she screamed back. Officers ordered the vocal combatants to cease their disturbance. Instead, Witness One and his girlfriend advanced toward the Complainant, continuing to yell threats of violence. The girlfriend entered the fenced yard, whereupon officers pulled her out and she left the area.

At this juncture the Complainant told officers Witness Two had entered the residence. The officers removed him. However, Witness Two said he lived there, that he rented one of its rooms, and Witness One verified the claim. Again the assertion was not supported by a lease agreement, so Witness Two agreed to stay elsewhere for the night. Officers searched him before he left, to assure he wasn’t making off with anything.

Ultimately Witness One was arrested for disobedience to police because he continued to yell at the Complainant and to ignore commands that he leave the area. His was one of three arrests resulting from the incident. One of two subjects who fled the area upon arrival of the police also was arrested, for possession of cannabis with intent to deliver. The third arrest was of a subject who attempted to obstruct the police investigation.

The Accused Sergeant concluded her memorandum by stating,

I was on scene for over one hour trying to come to a peaceful agreement between everyone involved. At no time did I “play favorites” towards anyone, be rude or treat anyone with disrespect...[The Complainant]...was advised that since she has established residency she would have to be legally evicted by the rightful owner of the property.

The Accused Sergeant said she advised both the Complainant and Witness One to seek legal representation.

**Actions Taken, Patrol Commander**

On April 13 the Complainant contacted the Commander to complain about the officers’ failure to arrest Witness Two for damaging a door at the residence and for stealing some items. Queried, she admitted she did not see Witness Two damage the door, nor did she see him take anything. The Commander advised her she could not sign a complaint as there was no probable cause to arrest Witness Two. The Commander noted he seized the opportunity afforded by the Complainant’s phone call to advise her that the officers, at their discretion, could have arrested all parties involved in the incident, yet they elected not to and focused on calming the situation.

**Findings/Recommendation, Patrol Commander**

Stating that approximately 13 officers were on-scene during this “very volatile civil situation” and the Accused Sergeant herself was on-scene in excess of an hour, the Commander found that

All parties involved are calling the police, making false accusations, and attempting to have the police...[choose] sides and take enforcement action on the other parties. [The Complainant]...has no ownership in
this property [and] no... right to sign complaints against anyone that damages the property. [She]...has ZERO credibility in this complaint.

Based upon the foregoing the Commander recommended (4/29) to his immediate supervisor, the Deputy Chief of Field Operations, that no further action be taken and that the matter be logged as a departmental inquiry and closed with a disposition of unfounded. Concurring, the Deputy Chief recommended (5/02) a disposition of unfounded to the Chief of Police. The Chief of Police approved the recommended disposition on May 5.

Disposition: Unfounded

Kmt

CPAC: 5 members agree with disposition, 1 no response
EPAC: All members agree with disposition
Allegation: On April 12, alleges Complainant One, Accused Officer One intimidated him by treating him rudely and disrespectfully, then falsely arrested him. Complainant Two alleges that during the same incident police officers failed to act in response to her being threatened. She also alleges that Accused Officer Two pulled braids out of her hair.

If the allegations are true, the Accused Officers will have violated departmental rules 1, 2 and 18.

The Incident, per the On-Scene Patrol Sergeant

Detailing this incident in a memorandum submitted (5/16) to her immediate supervisor, a Patrol Commander, the on-scene Sergeant stated that, on April 12 (8:20 p.m.), she responded to a report of burglary-in-progress in the 1800 block of Lyons. Several officers already were on-scene, investigating. The Sergeant spoke with Complainant One, who had reported the burglary. He was intoxicated and standing next to a locked rental car, a large TV in its back seat. The Complainant said he didn’t know who the TV belonged to and he was unable to itemize properly taken from the residence. He said two subjects ran from the police when the first officers arrived and it was they, in fact, who burglarized his residence.

As investigation proceeded, the Complainant finally admitted he falsely reported a burglary because he wants a female tenant evicted from the property. Elaborating, Complainant One said he and his two brothers inherited the house from their mother, who died approximately two years ago. At the time of her death one of the brothers was living there with his girlfriend. Subsequently, that brother moved from Evanston, but his girlfriend remained in the house.

Complainant One is the only brother interested in the house, which he maintains/manages. However, he has only one-third ownership, not having bought out his brothers’ interests, and therefore cannot unilaterally take legal action regarding the property. The situation frustrates him because he wants to evict his brother’s ex-girlfriend, who lives in the house rent-free, yet doesn’t even have a lease.

Complainant Two, who is Complainant One’s former girlfriend, arbitrarily interjected herself into the April 12 incident, arriving just as the disturbance calmed down and most officers (including Accused Officer Two) cleared the area. The tenant was still outside the house—on the porch. Complainant Two started shouting at her, then went up on the porch to confront her. An officer intervened and Complainant Two left the porch, crossed the yard, and joined Complainant One outside the fence. Officers ordered both to leave the area, but they did not comply. Instead they screamed back and forth at the tenant, threatened to fight her, and walked towards her in a threatening manner.

Ultimately, Accused Officer One arrested Complainant One (charged with disobedience to police) because of his adamant refusal to comply with officers’ commands. As evidenced by
Taser video, Accused Officer One was not rude or disrespectful. In fact, he was very patient and showed restraint in not using a Taser on Complainant Two, who, the Taser video shows, advanced aggressively toward the tenant, fists clenched, and assumed a fighting stance. (Complainant Two left the area without incident sometime following Complainant One’s arrest.)

**Actions Taken, Patrol Sergeant**

The Sergeant did not recall that Accused Officer Two took any action on-scene, so she discussed the incident with him. Accused Officer Two advised he was not present when Accused Officer One pointed the Taser at Complainant Two, having cleared the area when the disturbance temporarily calmed down. He returned to the scene in answer to the Sergeant’s request for more units in response to the combined aggression of Complainants One and Two toward the tenant. By the time Accused Officer Two arrived for the second time, he said, Complainant One already was in custody. The Accused Officer said he then stood at the gate to create a barrier between Complainant Two and the tenant.

**Findings, Patrol Sergeant**

Complainant One admitted to having ignored officers' multiple commands to leave the area. His arrest for disobedience to police was appropriate and lawful. At no time did he provide an example of how Accused Officer One was rude/disrespectful toward him.

Complainant Two alleges Accused Officer Two pulled her hair, taking her braids out, yet Car 60’s MVR shows it was Accused Officer One—not Accused Officer Two—who grabbed Complainant Two's shoulder to pull her out of the yard. No video footage shows any officer pulling at Complainant Two's hair and the Sergeant states she personally saw no officer pull on Complainant Two’s hair, nor did she see braids lying on the ground.

As to Complainant Two’s second complaint (that the tenant threatened her and officers did nothing about it) the Sergeant found that the tenant merely yelled at Complainant Two, whereas the Taser video clearly shows Complainant Two is the aggressor, in that she refused to stay out of the yard and, instead, with clenched fists advanced toward the tenant and assumed a fighting stance.

The Sergeant advised (5/16) her immediate supervisor, a Patrol Commander, that she found all of the allegations to be unfounded.

**Findings/Recommendation, Patrol Commander**

Based upon the Sergeant’s memorandum and his personal review of the Taser video and interview transcripts, the Commander advised his immediate supervisor, the Deputy Chief of Field Operations, that he found Complainant Two’s allegations to be “fraudulent, without merit, and lacking in credibility.” Further, stated the Commander, he found Complainant One’s complaint similarly devoid of merit, in that it lacks substance, *i.e.*, he cannot articulate or give examples of how the officers intimidated him and/or how Accused Officer One was rude and disrespectful. The Commander therefore advised (5/19) the Deputy Chief that he concurs with
the Sergeant's assessment and with her recommended disposition, unfounded. On May 28 the Deputy Chief advised the Chief of Police that he concurred with the Sergeant's and Commander's assessments/recommendation. On May 29 the Chief of Police approved a disposition of unfounded.

Disposition: Unfounded

kmt

CPAC: 5 members agree with disposition, 1 no response
EPAC: All members agree with disposition
Allegation: By phone on April 15 (3:30 p.m.) the Complainant informed a Patrol Sergeant that two female Caucasian police officers for no stated reason stopped her daughter (13 yoa) at Dodge/Foster and patted her down.

Actions Taken, Patrol Sergeant

The Sergeant advised the Complainant that he would look into the matter and phone her with his findings. He then radioed units in the field to inquire if anyone had had contact with a female juvenile in the area of Dodge/Foster. Not receiving an affirmative response the Sergeant then phoned the Complainant to confirm that the incident did in fact occur at Dodge/Foster. She said it did. The Sergeant next phoned Dispatch to inquire whether there was any self-initiated activity at Dodge/Foster around 3:00-3:30 p.m. Advised nothing was broadcast through 9-1-1 during that time the Sergeant again phoned the Complainant, who elicited these details from her daughter:

The juvenile (clad in white pants and black jacket) was walking on Dodge when two white females exited a black vehicle and detained her. The women appeared to be police officers, though neither was in full uniform. One, a blonde, was wearing a black vest, the other a black jacket. They provided no reason for the stop, nor did they identify themselves. Nonetheless, they patted her down.

The Complainant suggested the women who detained her daughter may have been impersonating police officers. The Sergeant advised her he would check footage from the Dodge/Foster surveillance camera and phone back with his findings.

The surveillance camera at Dodge/Foster affords a 360-degree view, yet during the interval in question it recorded no identifiable police vehicle at the intersection. The Sergeant reported this fact to the Complainant and again asked if her daughter recalled anything further. The girl said she saw a red and white truck at Dodge/Foster while she was detained.

Indeed, the camera footage shows a red truck arrived at 15:22:10. It picked up two subjects and departed northbound at 15:23:35. A female wearing a black jacket and white pants came into camera-range at 15:22:23, walking from the west of the 1900 block of Emerson, on the north side of the street. At Dodge/Emerson the pedestrian turned north (15:22:47) unimpeded. At 15:23:19 an EPD squad (#45) traveled south on Dodge at Foster. It did not stop. At 15:24:40 the female pedestrian, walking unimpeded on the east sidewalk of Dodge, turned east onto Foster. The female pedestrian made contact with no one during this camera-sequence.

The Sergeant phoned the Complainant to report that the camera footage reveals her daughter interacted with no one at the Dodge/Foster intersection. He invited the Complainant to come to the station and view the footage for herself. She said she would be right over, but in fact she never appeared.
Findings, Patrol Sergeant

The Sergeant advised the Deputy Chief of Field Operations that, based upon the foregoing, he found the female subject walked casually, i.e., with no sense of urgency, from 1900 Dodge to 2000 Dodge (approximately a tenth of a mile with an estimated walking time of two minutes) in one minute 53 seconds (15:22:47 to 15:24:40). She made contact with no one during that time, nor did she encounter anyone at Dodge/Foster.

Actions Taken, Office of Professional Standards (OPS)

The Deputy Chief advised OPS of the complaint and of the Sergeant's investigation/findings. OPS several times attempted to contact the Complainant in follow-up of the matter and to once more offer her opportunity to view the video footage. These attempts being unsuccessful, OPS advised the Complainant—by letter and with the approval (5/27) of the Chief of Police—that no further action will be taken until such time as there is more information on which to proceed.

Disposition: No further action without additional information

Kmt

CPAC: 5 members agree with disposition, 1 no response
EPAC: All members agree with disposition
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
June 2014

DI #14-14
Initiated 5/30/14
Completed 6/2/14

Allegation: On May 29 the Complainant e-mailed the Office of the Chief of Police to express displeasure at having been cited (city ordinance ticket) that day for cell phone violation. He alleged two officers (a field-training officer and his officer-in-training, both of whom told him they "clearly observed" the violation) were "wrong" to "pull over random citizens to meet a quota."

The Chief of Police advised the Complainant that the department's Office of Professional Standards (OPS) would be investigating his complaint.

The Complainant's Argument

When contacted by OPS (5/30) the Complainant presented the following statements as evidence supporting his allegation that the officers acted "wrongfully":

- The officers vehicle, stationary on Pitner, was facing Church when the Complainant drove by on Church, i.e., the officers were facing the passenger side of the Complainant's vehicle and did not have a good view of what, if anything, he was holding in his left hand on the driver's side—especially since his vehicle is a Jeep, which has windows smaller than average.
- The Complainant's cell phone was in a leather case in the left front pocket of his jeans, covered by the seatbelt strap, i.e., he would have had to unbuckle his seatbelt to retrieve the phone or to replace it in his pocket.
- In the officers' presence the Complainant released his seatbelt and pulled his phone from his pocket to show he was not, as they claimed, "holding a cellular phone in his left hand" at the time of the stop.
- The officers refused the Complainant's offer to view his call-log.

Actions Taken, OPS Sergeant

The OPS Sergeant viewed video of the incident. It shows the officer-in-training interacting with the Complainant. The officer is calm, professional and courteous. He explains the process for contesting the citation.

The Sergeant phoned the Complainant to advise him that, based upon her review of the video, there is no basis for complaint. The officers performed their assigned task professionally and lawfully.

Adamant, the Complainant continued to argue, insisting the officers were wrong about his being on his cell phone. The Sergeant explained how to contest the citation. The Complainant assured her he would.
In a memorandum dated May 30 the OPS Sergeant informed the Chief of Police of her actions/findings. She requested permission to take no further action, log the complaint as a Departmental Inquiry, and close it with a disposition of **exonerated**. The Chief of Police approved the disposition of **exonerated** on June 2.

**Disposition: Exonerated**

Kmt

CPAC: 5 members agree with disposition, 1 no response

EPAC: All members agree with disposition
EVANSTON POLICE DEPARTMENT
Office of Professional Standards
Departmental Inquiry
July 2014

DI #14-15 Initiated 6/13/14 Completed 7/14/14

Allegation: On June 13 each of two Complainants filed a formal complaint with the department’s Office of Professional Standards (OPS) stating that on the previous day the Accused Officer abused his authority, intimidating them by yelling, using expletives, and putting his hand on his weapon while issuing (9:00 p.m.) a C-ticket (for loud music) to Complainant One. A half-hour later he cited her vehicle for illegal parking. Shortly before Midnight he had it towed.

If the allegations are true, the Accused Officer will have violated departmental rules 1, 2, and 18.

Actions Taken, Traffic Bureau Sergeant

The Sergeant directed the Accused Officer to submit a memorandum detailing the incident. The officer complied, stating that on June 12 (9:00 p.m.) he was deployed in the area of 1900 Jackson—an area notable for gang activities and disturbances. While on foot in the area he heard loud music emanating from the sole vehicle in the vicinity, an Oldsmobile approaching on Wesley, more than 75 feet opposite. The officer noted that as the distance between him and the vehicle decreased he could feel the bass pulsating the ground. The vehicle entered Jackson, turned around in the cul de sac, and came to a stop in front of 2002 Jackson. Approaching, the Accused Officer advised the female driver (Complainant One) that the high volume of her stereo was violating Evanston’s noise ordinance. She and her male passenger (Complainant Two) reacted with immediate hostility, prompting the Accused Officer to request back-up. As the Accused Officer spoke with Complainant One she “yelled over” him, he said, stating she was not violating the law. He issued her a C-ticket. She signed it only after he informed her that he would arrest her if she did not. As the officers left the area Complainants One and Two yelled after them, alleging the police department harasses the Complainants instead of solving “real crimes.”

The Accused Officer stated that later in the shift he noticed Complainant One’s vehicle was parked where it had been when he detained and cited her. The block is a tow zone for vehicles not displaying a District 14 permit. Since the vehicle did not display that permit, the officer issued a parking citation against it. A few hours later—close to Midnight—the vehicle still had not moved, so the officer ordered a tow. As the tow company was lifting the vehicle, stated the Accused Officer, Complainants One and Two returned to it and became verbally aggressive. Complainant One asked that the vehicle be released. The Accused Officer informed her release was contingent upon payment of a fee to the tow company. Complainant One found this unacceptable. The vehicle then was towed.
Findings/Recommendation, Traffic Sergeant

The Sergeant said he reviewed all relevant documents, including the Accused Officer's memorandum (see above), and two audio recordings (one the officer's request for back-up at the time he initially contacted Complainant One, the other the officer's request for a tow).

The initial audio recording revealed the officer to be calm despite a female voice yelling in the background. The second audio (the Accused Officer's request for a tow of Complainant One's vehicle) revealed that an unidentified woman called 9-1-1 to ask why the vehicle was being towed. She was advised that the 1900-2000 blocks of Jackson constitute a tow-zone.

The Accused Officer ran the Complainants' names for outstanding warrants. Complainant Two had an active arrest warrant that was not within Evanston's geographic limits. He also was reputed to be armed and dangerous. Complainant One also had a criminal history.

During their OPS interviews both Complainants admitted the car stereo was on. They denied, however, that it was loud. Complainant Two, the passenger, said he rolled up his window and locked his door as he saw the uniformed officer approaching the vehicle. He admitted that subsequently, i.e., during the incident, he "mouthed off" at the officer.

Based upon the Complainants' hostility, their criminal history, and the existence of a caution that Complainant Two carries a weapon and is dangerous the Sergeant found all of the officer's actions—including placing his hand on his weapon (if, in fact, Complainant Two's allegation is true)—were reasonable and within departmental guidelines. The Sergeant recommended (7/14) to his immediate supervisor, the Deputy Chief of Field Operations, that no further action be taken and that the matter be logged as a Departmental Inquiry and closed with a disposition of unfounded. The Deputy Chief concurred. He recommended (7/14) a disposition of unfounded to the Chief of Police, who approved that disposition on July 14.

Disposition: Unfounded

Kmt

CPAC: 5 members agree with disposition of unfounded, 1 member exonerated
EPAC: All members agree with disposition
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
July 2014

DI #14-16 Initiated 6/04/14 Completed 7/17/14

Allegation: The Complainant alleged via the city’s website that the Accused Officer violated her rights while responding to her call for assistance at a traffic accident. More specifically, she stated, he discriminated against her because she is black, attempted to wipe evidence from her car, refused to arrest the offender, and neither issued a citation nor wrote a report.

If the allegations are true, the Accused Officer will have violated departmental rule 4 and General Order 2.3.

Actions Taken, Office of Professional Standards (OPS)

The OPS Commander phoned the Complainant regarding her expressed dissatisfaction. During that conversation, noted the Commander, the Complainant was “loud, rude, cursing and very dismissive” of anything the Commander said. The Commander attempted to afford the Complainant an opportunity to file a report. However, the Complainant was angry and stated she did not want to file an Evanston report, having “already filed a report with Chicago.”

Actions Taken, Patrol Sergeant

Assigned to investigate the Complainant’s allegations, the Sergeant directed the Accused Officer and an Assist Officer to submit individual memoranda detailing the incident. Complying, the Accused Officer stated he was dispatched (June 4, 9:30 a.m.) to a motor-vehicle crash in the 2400 block of Dempster. The Accused Officer stated the irate Complainant flagged him down from the Midas parking lot and, without giving him opportunity to enter the lot, i.e., get out of the way of Dempster traffic, she immediately—in pouring rain—began detailing her perspective on the incident. Pointing to a man standing inside Midas, she said he backed into her car in a parking lot across the street, then fled to the Midas lot. The officer said he assessed the damage to her vehicle (minor—paint transfer), then asked the Complainant to wait in her car while he went inside and talked to the other driver. The at-fault driver was calm, noted the officer. He immediately provided a valid insurance card and admitted to not having his license with him. It was valid, he said, and he could provide its number. At this juncture the Complainant walked up behind the Accused Officer and began yelling that the other driver did not have his license on his person, yet the officer wasn’t going to do anything about it. The Accused Officer said he advised her he could verify the other driver’s information on the computer. However, the Complainant kept yelling—so loudly that the officer could not hear what the other driver was saying. Finally, said the Accused Officer, he asked her to return to her car until he finished getting the second driver’s information. He also requested back-up because the Complainant was so erratic. The second driver told the Accused Officer he backed into the Complainant’s car in a parking lot at 2401 Dempster. He attempted to exchange information with her, he said, but she refused to take his information and began yelling at him and insulting him. “I’ll admit it,” he said. “I reacted to her calling me names.” Given her lack of cooperation, he then drove his vehicle across the street to Midas, where work was to be done on it.

The Complainant once again rejoined them, said the Accused Officer. He asked if she’d brought her driver’s license and proof of insurance. She said she didn’t need to provide it.
because the officer already was doing the accident report. He explained that he needed both drivers’ information to complete the report (solely for documentation of the incident, he added, inasmuch as there would be no arrest because the accident occurred on private property.) The Complainant’s reaction was to walk backward out of the building and into the rain. The Accused Officer said he asked what she was doing and she replied, “I’m getting off the private property. You said this was private property.” He explained his reference to private property regarded the location of the accident and again asked to see her driver’s license and proof of insurance, reiterating that he could not complete the accident report without that information. She refused to provide them, saying she was going to call the department and ask for another officer to take her report. She then returned to her vehicle. At this juncture the Assist Officer arrived. The Accused Officer explained the situation, he said, whereupon the Assist Officer walked to the Complainant’s car and attempted to explain the process and get her information. She yelled at him and was uncooperative. Meanwhile the offending driver said he did not want to interact further with the Complainant. He and his passenger left the scene. The Accused Officer assigned the incident a Code 2 and the officers left the scene.

The Assist Officer stated in his memorandum that the Accused Officer explained the situation and he offered to attempt to persuade the Complainant to provide her driver’s license and proof of insurance. The Accused Officer agreed, whereupon, said the Assist Officer,

I then walked up to the vehicle and introduced myself and asked the woman for her driver’s license and insurance. Before I could finish speaking the woman began to yell and scream and was not making any sense. I did not want to escalate the situation so I ended my conversation with the woman and explained what had happened to [the Accused Officer]. I then left the scene.

**Findings, Patrol Sergeant**

The Sergeant stated that, having reviewed all relevant documents, including memoranda submitted by the Accused Officer and the Assist Officer, he found no evidence to support the Complainant’s allegation that the Accused Officer discriminated against her by not arresting the other driver. Although the latter admitted to being at fault, he was not subject to arrest because the accident happened on private property. Further, the Accused Officer could not cite him for failure to have his driver’s license on his person because the Complainant chose not to provide her information and the Accused Officer therefore was unable to complete a report. Without a report the second driver could not be cited. Having thus acknowledged that the Accused Officer was unable to write an incident report, the Sergeant nonetheless faulted him for not completing a field general report, as required under the provisions of General Order 2.3 regarding citizens’ adversarial demeanor.

The Complainant alleged the officers attempted to wipe evidence from her car. In fact, the officers did inspect both vehicles to assess the extent of damage and whether it was fresh. This is consistent with a thorough accident investigation.

The Complainant alleged the officers violated her rights, but the allegation is unsupported: She was not detained, even though she requested police service and then failed to cooperate.

32 of 130
Although the Complainant did not provide names of witnesses to the responding officers, she later provided two witnesses' names to a detective. The witnesses did not support her accusations.

In sum, stated the Sergeant, had the Complainant provided the requisite information and allowed the Accused Officer to conduct/complete his investigation she would have received an accident report and the offending driver would have been cited for not having his driver's license on his person. Instead, the Complainant made it very difficult for any officer to help her.

**Recommendation, Patrol Sergeant**

The Sergeant recommended (7/07) to his immediate supervisor, a Patrol Commander, that the alleged violation of rule 4 (failure to perform a duty) receive a disposition of **unfounded**. As to the officers' failure to assign the incident a Code 3 and complete a field general report (not an accident report), as General Order 2.3 requires regarding interaction with a hostile citizen, the Sergeant recommended (7/07) **shift-level counseling**. The Commander concurred with both recommended dispositions and so advised her immediate supervisor, the Deputy Chief of Field Operations. The Deputy Chief recommended (7/14) to the Chief of Police that the alleged violation of rule 4 receive a disposition of **unfounded** and that the Accused Officer and the Assist Officer each receive an **oral reprimand** for violation of General Order 2.3. The Chief of Police (7/17) approved the recommended disposition of **unfounded** vis-à-vis rule 4. However, he declined (7/17) the Deputy Chief's recommendation regarding General Order 2.3. Instead the Chief of Police ordered a **written reprimand** for the Accused Officer and **shift-level counseling** for the Assist Officer.

**Disposition:**  Rule 4 – unfounded.  
General Order 2.3 – sustained:  
**Written reprimand**, Accused Officer  
**Shift-level counseling**, Assist Officer

Kmt

**CPAC:** All members agree with disposition  
**EPAC:** All members agree with disposition
Evanston Police Department
Office of Professional Standards
Departmental Inquiry
July 2014

DI #14-17 Initiated 6/14/14 Completed 7/01/14

Allegation: On June 14 (11:00 p.m.) police responded to a noise complaint (loud outdoor party) and found themselves obstructed by an opaque fence (too tall to climb over) secured by a locked gate. The Complainant—a guest at the party—told the department's Office of Professional Standards (OPS) that he sustained a laceration to the forehead when he opened the gate to the police while they simultaneously were forcing it. The Accused Commander did not provide him medical attention, alleged the Complainant, nor did he honor the Complainant's request for intervention by a "white shirt."

The Accused Commander's Account of the Incident

In a June 15th memorandum to OPS the Accused Commander stated he responded to the noise complainant at the request of the dispatched officer who also requested back-up because, he intended to arrest the homeowner, who had assaulted him, in the presence of a large group of intoxicated party-goers sequestered in the yard behind a tall, gated fence that obstructed the view and was too tall to climb over. The Accused Commander further stated,

I attempted to open the gate ... it felt as if someone was holding it ... I then pushed harder ... and announced my office. The resistance increased. ... I had to use the force necessary to open the gate. Confronted by a hostile crowd of over 75 people, I had to push back several subjects to maintain a safe distance. The crowd passively obstructed police efforts to arrest the offender.

At this juncture, said the Accused Commander, the Complainant came up to him, indicated a small laceration on his head, and stated he was hit with the gate when the police opened it. He asked for (and was given) the Commander's name and star number. The Accused Commander then asked if the Complainant needed an ambulance. The Complainant did not answer, which the Commander construed as "no." The Complainant then asked to speak with a supervisor and the Commander (clad in a blue shirt) stated he is a supervisor. However, he referred the Complainant to an on-scene sergeant (in a white shirt) because the Commander believed himself to be the object of the Complainant's grievance. The Complainant declined the reference. The Accused Commander then asked the Complainant if he actively obstructed the police by holding the gate shut. At this the Complainant, without answering, retreated into the crowd, not to be located again. However, he did appear at the police station several hours later, to make a complaint. The Accused Commander once more asked if he was obstructing. The Complainant responded that, on the contrary, he was attempting to open the gate. This was inconsistent with the incident as the Commander experienced it, he noted. However, given neither he nor the responding officer saw the Complainant hold the gate shut, the Commander did not arrest him for obstruction. He did have an ET photograph the laceration to the Complainant's forehead, however, and he again attempted to refer the Complainant to a shift sergeant for interview—an offer the Complainant again declined.
OPS Actions/Findings

During his OPS interview the Complainant was “very respectful, very appropriate and very understanding,” noted the OPS Commander. He stated the party was loud, chaotic and out of control. However, he insisted, neither he nor any of the other guests attempted to bar the gate against the police. He suggested that, because the gate and lock are old, pressure applied during the police’s attempt to force open the gate prevented the latch bar from sliding freely. (Note: The OPS Commander visited the home and found the latch to be old but functional. However, she agreed force might precipitate an alignment-issue.) The Complainant stated he conversed with the police through the gate and opened it for them. Due to pressure from the other side, the gate opened very quickly and struck him in the forehead.

The OPS Commander advised the Complainant that

- The party eventually consumed 90% of police resources because several callers requested intervention to quell the noise/disturbance.
- Police responses prior to the gate-incident not only received no cooperation/compliance from the homeowner, but actually were met with aggression.
- Given the circumstances, the police had every right to enter the yard.
- The police had no idea who or what was barring the gate. They did not maliciously target the Complainant or intentionally strike him.
- The Complainant’s injuries were photographed, which suggests he also was offered medical attention, as the Accused Commander stated in his memorandum.

The Complainant insisted he phoned 9-1-1 to request a supervisor, yet Evanston never received that call. The OPS Commander investigated this discrepancy and discovered the call was routed to Skokie, inasmuch as the party occurred on the border of the Evanston/Skokie jurisdictions.

In a memorandum dated June 17 the OPS Sergeant delineated the above for the Chief of Police and informed him that the Complainant accepted her apology for his unfortunate injury. Further, the Complainant said he understood the circumstances, given the Commander's thorough and reasonable explanation, and was satisfied by it. The OPS Commander therefore requested permission to take no further action, log the complaint as a Departmental Inquiry, and close it with a disposition of unfounded. The Chief of Police approved the disposition of unfounded on June 2.

Disposition: Unfounded

Kmt

CPAC: 5 members agree with disposition of unfounded, 1 member exonerated
EPAC: All members agree with disposition
My name is ______________. I am __ years of age and my date of
birth is ______________. My home address is ______________. My home phone number is ______________ or I can be contacted at this number ______________. My State Identification Card or Drivers' License Number is ______________.

Date: ______________. 2014

I have been notified that under Public Act 93-0592, revised January 2004, of the State of Illinois, Section 5 (b), anyone filing a complaint against a sworn peace officer must have the complaint supported by a sworn affidavit.

1. Date of Incident: ______________. Approximate time of incident: ______________.

2. Location of Incident: ______________. Evanston IL 60202.

3. Please provide the names, badge numbers, police vehicle number or license plate, and/or a physical description of the officers against whom you wish to file a complaint:

   [Space for description]

4. Are there any witnesses you wish to be contacted during this investigation? YES ☒ NO

   Please provide the names, addresses and phone numbers of any witnesses:

   [Space for witness information]

5. Please provide a full detailed account of your complaint and the nature of the incident (you may use the next page to continue your narrative or attach any additional documentation that you wish to provide):

   [Space for narrative]

   Officer grabbed my arm with no legal justification at all.

   [Signature]

FOR POLICE USE ONLY:

DATE COMPLAINT RECEIVED: 04-18-14 RECEIVED BY: ______________

OPS NO: DI ______________

Rev 01-01-04

36 of 130
COMPLAINT NARRATIVE CONTINUED:

Please be aware that if you allege injuries as a result of this incident, we will need copies of your medical records regarding any examination or treatment. Per Federal privacy laws on the release of medical records, you will need to obtain copies of those records and supply them to the Evanston Police Department to make part of this investigation.

I have read this statement that I have voluntarily made, consisting of ____ pages and I attest that the facts and allegations contained within are true and correct to the best of my knowledge.

![Notary Seal]

Sometimes people make false complaints against police officers. You should be aware that this can be a violation of the Illinois Compiled Statutes, if with the intent to deceive and with the knowledge of the statement's meaning, a person makes a false statement under oath and the statement is required or authorized by law to be made under oath.

Complainant Signature: [Redacted]
Date: [Redacted]

Witness Signature: [Redacted]
Date: [Redacted]
My name is ______________. I am __________ years of age and my date of birth is ______________. My home address is ______________________, zip code ____________. My home phone number is __________________________. My State Identification Card or Drivers’ License Number is ____________________________

State of Issuance   Number

I have been notified that under Public Act 93-0592, revised January 2004, of the State of Illinois, Section 5 (b), anyone filing a complaint against a sworn peace officer must have the complaint supported by a sworn affidavit.

1. Date of Incident: __________________________. Approximate time of incident: __________________________

2. Location of Incident: __________________________. EVANSTON, IL 60201

3. Please provide the names, badge numbers, police vehicle number or license plate, and/or a physical description of the officers against whom you wish to file a complaint:

____________________________

[Signature]

4. Are there any witnesses you wish to be contacted during this investigation? YES   NO

Please provide the names, addresses and phone numbers of any witnesses:

____________________________

[Signature]

5. Please provide a full detailed account of your complaint and the nature of the incident (you may use the next page to continue your narrative or attach any additional documentation that you wish to provide):

[Handwritten text]

FOR POLICE USE ONLY:
DATE COMPLAINT RECEIVED: 04/18/14            RECEIVED BY: ______________
OPS NO: D1 4-14-11
Rev 01-01-04
COMPLAINT NARRATIVE CONTINUED:

Putting them into a vehicle.

I later was arrested for disobeying and police officers.

Please be aware that if you allege injuries as a result of this incident, we will need copies of your medical records regarding any examination or treatment. Per Federal privacy laws on the release of medical records, you will need to obtain copies of those records and supply them to the Evanston Police Department to make part of this investigation.

I have read this statement that I have voluntarily made, consisting of ___ pages and I attest that the facts and allegations contained within are true and correct to the best of my knowledge.

Sometimes people make false complaints against police officers. You should be aware that this can be a violation of the Illinois Compiled Statutes, if with the intent to deceive and with the knowledge of the statement's meaning, a person makes a false statement under oath and the statement is required or authorized by law to be made under oath.
DATE: 6/15/2014

My name is [redacted], I am [redacted] years of age and my date of birth is [redacted]. My home address is [redacted], zip code 60201. My home phone number is [redacted] or I can be contacted at this number [redacted]. My State Identification Card or Drivers’ License Number is [redacted] [redacted].

I have been notified that under Public Act 93-0592, revised January 2004, of the State of Illinois, Section 5 (b), anyone filing a complaint against a sworn peace officer must have the complaint supported by a sworn affidavit.

1. Date of Incident: 6-14-2014. Approximate time of incident: 11:00.

2. Location of Incident: [redacted] Evanston, IL 60201.

3. Please provide the names, badge numbers, police vehicle number or license plate, and/or a physical description of the officers against whom you wish to file a complaint:

[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]

4. Are there any witnesses you wish to be contacted during this investigation? [ ] YES [ ] NO

Please provide the names, addresses and phone numbers of any witnesses:

[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]
[redacted]

5. Please provide a full detailed account of your complaint and the nature of the incident (you may use the next page to continue your narrative or attach any additional documentation that you wish to provide):

As I was going to open the gate the officers were hanging on the gate. I let them know it was locked and I am unlocking the gate. As I unlocked the gate, it was kicked/forced open. The gate struck me in my forehead and left thumb. As I proceeded to talk, the first officer to walk thru was [redacted] his first words to me were everyone’s got

FOR POLICE USE ONLY:

DATE COMPLAINT RECEIVED: _______________ RECEIVED BY: __________________

OPS NO:________________________

Rev 01-01-04 40 of 130
COMPLAINT NARRATIVE CONTINUED:

to go because there was a complaint. And I began to comply, that is when I requested for a Sgt./Commander to be dispatched. In my words I requested a "White Shirt," that is when another officer(African American male) stated that officer was a Sergeant. That is when I asked for another Supervisor/Sgt./or Commander to be dispatched. After several minutes of back and forth no other neutral Party was dispatched and no BMT was dispatched for lacerations to my forehead. Shortly after an attempt to call 911 was made and the dispatcher answered, and I requested that a Commander/White Shirt be dispatched to our location, the gentlemen on the line quickly become defensive and began to respond and say that I will let him speak, as I began to respond the call was disconnected.

Please be aware that if you allege injuries as a result of this incident, we will need copies of your medical records regarding any examination or treatment. Per Federal privacy laws on the release of medical records, you will need to obtain copies of those records and supply them to the Evanston Police Department to make part of this investigation.

I have read this statement that I have voluntarily made, consisting of 1 pages and I attest that the facts and allegations contained within are true and correct to the best of my knowledge.

Complainant Signature

Witness Signature   Date

Sometimes people make false complaints against police officers. You should be aware that this can be a violation of the Illinois Compiled Statutes. If with the intent to deceive and with the knowledge of the statement's meaning, a person makes a false statement under oath and the statement is required or authorized by law to be made under oath.
From: [Redacted]
Sent: Wednesday, June 18, 2014 4:00 PM
To: [Redacted]
Subject: FW: Police Employee Complaint Form [#21]

Thank you,

From: City of Evanston [mailto:no-reply@wurfoo.com]
Posted At: Tuesday, June 17, 2014 4:43 PM
Posted To: Police
Conversation: Police Employee Complaint Form [#21]
Subject: Police Employee Complaint Form [#21]

Name: [Redacted]
Address: [Redacted]

United States
Best Phone
Number: [Redacted]
Email
Address:
Birth Date: [Redacted]
Date of incident: [Redacted]
Approximate time of Incident: [Redacted]
Location of incident: [Redacted]
Date

Description of the department harassed me, ridicule me and tried setting me up as if I was some belligerent offender when in essence she was supposedly conducting an investigation for my rights being violated by several officers of the department; even refused her complete identity and their identity for purpose of my case when requested but continued to harass me that it was my fault the police officers discriminated, fail to perform the jobs, and fail to follow the law according to the highest of standard for internal affairs for the Office of Police Standard.

Name(s) of myself and my family members

witness:

Please provide a full detailed account of your complaint and the nature of the incident. *

continued discrimination between both I and the offender (Mexican) on the day of the accident and continued discrimination between I and the Caucasian officers of Evanston Police Department. of the department harassed me, ridicule me and tried setting me up as if I was some belligerent offender when in essence she was supposedly conducting an investigation for my rights being violated by several officers of the department; even refused her complete identity and their identity for purpose of my case when requested but continued to harass me that it was my fault the police officers discriminated, fail to perform the jobs, and fail to follow the law according to the highest of standard for internal affairs for the Office of Police Standard. Explaining my position and condition of my accident and of the discrimination in whatsoever manner doesn't excuse discrimination and violation of my right nor should it excuse execution of the law.

Enter your name

affirming your agreement.

*
DATE: 6-13-2014

My name is _________________. My home address is ___________________________. My home phone number is ___________________________. My State Identification Card or Drivers' License Number is ___________________________. 

I have been notified that under Public Act 93-0592, revised January 2004, of the State of Illinois, Section 5 (b), anyone filing a complaint against a sworn peace officer must have the complaint supported by a sworn affidavit.

1. Date of Incident: ___________________________. Approximate time of incident: ___________________________.

2. Location of Incident: ___________________________.

3. Please provide the names, badge numbers, police vehicle number or license plate, and/or a physical description of the officers against whom you wish to file a complaint:

   Badge: ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

4. Are there any witnesses you wish to be contacted during this investigation? YES NO

   Please provide the names, addresses and phone numbers of any witnesses:

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

5. Please provide a full detailed account of your complaint and the nature of the incident (you may use the next page to continue your narrative or attach any additional documentation that you wish to provide):

   Officer ___________________________ walk up on my parked car attempted to get in my vehicle put his hand on his pistol demanding for me to exit the vehicle. I was scared and nervous seeing him reach toward his gun. My Lady rolled down her window

FOR POLICE USE ONLY:
DATE COMPLAINT RECEIVED: 06-13-14 RECEIVED BY: ___________________________
OPS NO: 01 14-15
Rev 01-01-04 44 of 130
COMPLAINT NARRATIVE CONTINUED:

and asked him to calm down and he didn't. She handed him the information and he issued her a citation for music. At around 12 midnight he came back set up a police barricade gave my car a ticket and got my car towed. When asked why is the car being towed. The officer states, "I'm towing the car because how you acted earlier" We stated the issue earlier has nothing to do with ticketing and towing the car. It seems he retaliated from an earlier confrontation. It's about serving and protecting our community not stereotyping and profiling an older 34-year black mad with his pregnant lady.

Please be aware that if you allege injuries as a result of this incident, we will need copies of your medical records regarding any examination or treatment. Per Federal privacy laws on the release of medical records, you will need to obtain copies of those records and supply them to the Evanston Police Department to make part of this investigation.

I have read this statement that I have voluntarily made, consisting of ___ pages and I attest that the facts and allegations contained within are true and correct to the best of my knowledge.

[Stamp] OFFICIAL SEAL
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES 04/02/17

Complainant Signature 6/13/14

Witness Signature 06-13-14

Sometimes people make false complaints against police officers. You should be aware that this can be a violation of the Illinois Compiled Statutes, if with the intent to deceive and with the knowledge of the statement's meaning, a person makes a false statement under oath and the statement is required or authorized by law to be made under oath.
EVANSTON POLICE DEPARTMENT
Office of Professional Standards
COMPLAINT REGISTER FORM

My name is __________________________. My home address is _________________. My home phone number is __________________. My State Identification Card or Drivers’ License Number is ___________________________.

DATE: June 13, 2014

I have been notified that under Public Act 93-0592, revised January 2004, of the State of Illinois, Section 5.5, anyone filing a complaint against a sworn peace officer must have the complaint supported by a sworn affidavit.

1. Date of Incident: __________________________. Approximate time of incident: __________________________.

2. Location of Incident: __________________________.

3. Please provide the names, badge numbers, police vehicle number or license plate, and/or a physical description of the officers against whom you wish to file a complaint:

4. Are there any witnesses you wish to be contacted during this investigation? [ ] YES [ ] NO

Please provide the names, addresses and phone numbers of any witnesses:

5. Please provide a full detailed account of your complaint and the nature of the incident (you may use the next page to continue your narrative or attach any additional documentation that you wish to provide):

Officer ______________________ walk up on my parked car, attempted to get in my vehicle, put his hand on his pistol, demanding for me to exit the vehicle. I was scared and nervous seeing that I am

FOR POLICE USE ONLY:
DATE COMPLAINT RECEIVED: 06-13-14 RECEIVED BY: __________________________
OPS NO: DI 14-15
Rev 01-01-04

46 of 130
COMPLAINT NARRATIVE CONTINUED:

I am pregnant. I rolled my window down a little, asked him to calm down. He didn't. I handed him the information he requested. He issued me a citation. At around 12 midnight he came back. Set up a police barricade, gave me a ticket for permit parking and permitted to tow my car. I asked him why he was towing my car he states 'I'm towing it because of the way you acted earlier.' I told him the issue from earlier was over why would you come back every thing was. To me it seems like retaliation. I would never thought an IPO officer would go to that degree. Police are supposed to protect & serve, not do things like this over a citation for music. His actions were wrong and out of order. We have to many kids and young adults dying in these streets.

Please be aware that if you allege injuries as a result of this incident, we will need copies of your medical records regarding any examination or treatment. Per Federal privacy laws on the release of medical records, you will need to obtain copies of those records and supply them to the Evanston Police Department to make part of this investigation.

I have read this statement that I have voluntarily made, consisting of 2 pages and I attest that the facts and allegations contained within are true to the best of my knowledge.

[Signature]
Complainant Signature
Date

[Signature]
Witness Signature
Date

Sometimes people make false complaints against police officers. You should be aware that this can be a violation of the Illinois Compiled Statutes, if with the intent to deceive and with the knowledge of the statement's meaning, a person makes a false statement under oath and the statement is required or authorized by law to be made under oath.
LETTERS

&

INFORMATION
Good morning Chief

Just met Officer Scheck. As nice a police officer as I have ever met. Especially in light of our conversations, wanted you to know.
August 22, 2014

Dear Chief Eddington,

Once again, thank you for allowing my class to spend time at the Evanston Police Department on July 22\textsuperscript{nd} to learn about crime scene processing from the experts like Cathy De Franceschi and Heidi Bernhardt. They really go all out in providing a wonderful experience for my CTD forensic science students to learn how real crime scenes are processed.

I look forward to future collaborations and greatly appreciate your hospitality.

Enclosed are thank you cards my students made to share with you, Cathy, Heidi and your department.

Sincerely,
Inter-Departmental Memorandum

TO: Deputy Chief Wazny
FROM: Sergeant Tracy Williams
Subject: Officer Sophier
DATE: 8-15-14

On 08-15-14 [redacted] came into the police station to complement Officer Sophier. [redacted] said that she was stopped by Officer Sophier and Officer Thomas. [redacted] said that she was stopped for using her cell phone sometime in June.

[redacted] said when she was stopped she was at a very low point in her life because she had just recently lost her home and was homeless. [redacted] who has [redacted] kids was told by Officer Sophier to stay at the location where she was stopped at and to wait for him to come back. [redacted] said several minutes later Officers Sophier and Thomas returned and gave her several gift cards one was for [redacted] and the other was [redacted]. Officer Sophier also obtained her phone number and connected her with a clergy member who ended up giving her further assistance. [redacted] who was in tears as she told me the story said that she is doing better in life but the contact and help the Officer Sophier provided her and her family really kept her going. [redacted] said Officer Sophier has called her a few time after their contact to check on her and her kids. [redacted] said that she just wanted to thank the department for having such wonderful and caring officers and wanted to make sure we knew what Officer Sophier and Thomas did for her and her family.
more about getting important information but to the youth of Evanston.

Thank you again for your time.

[Redacted]

Manager,

Commander Pickett-

Thank you so much for coming by the Y and talking to the participants of OA/ about your work in the EPD. It was clear that the group learned a ton, and I think you opened their eyes to the importance of working with the police to aid in stopping the violence in Evanston. I am excited about talking to you.
August 13, 2014

Chief Richard Eddington  
Evanston Police Dept  
1454 Elmwood Avenue  
Evanston, IL 60201

Dear Chief Eddington,

I had the good fortune of "riding along" with Officer Nate Basner for several hours yesterday afternoon. It was my second ride-along with him; the first was shortly after he joined the department in 2006.

Once again I was impressed by his professionalism, his knowledge of and concern for the community. He went out of his way to assist folks in need and gave ready support to his fellow officers in several situations, while fulfilling his own responsibilities in his Beat.

Nate is devoted to his work, is an excellent officer and a blessing to the department and community that he has faithfully served for eight years. I wish him well as he continues his career in law enforcement.

Sincerely yours,
Evanston Police Department:

I just wanted to commend for having such exceptional Police Officers on your police force, who work for the City of Evanston.

I have two Police Officers, who I want to mention in particular.

First, I want to commend you for employing Beckie R. Fischer, who is a Victim Advocate with The Victim Services Bureau for the Evanston Police Department. She is assisting me with Domestic Violence situation with a current roommate of mine.

Secondly, I want to commend you for employing Officer Melissa Sacluti, who works in the Office Of Professional Standards for the Evanston Police Department. I had a nice long conversation with her regarding the above mentioned item. I also spoke with her regarding a current issue, which I am having with my landlord. I made her aware of the difficult situation, which I am going through at the moment.

(Anonymous)
Richard Eddington, Chief of Police  
Evanston Police Department  
1454 Elmwood  
Evanston, Illinois 60201

Dear Chief Eddington,

Once again I am writing to commend Evanston Police Department. Last evening when I returned from dinner I found that my wallet was lost or stolen. I contacted my credit card company (that card was immediately cancelled) and was told I should file a police report.

I called your non-emergency number and the person asked if I might come to the department to file a report. I explained that I am an Evanston senior who can no longer drive because of my vision problems. The officer who took this report was so accommodating and said an officer would be dispatched to my home.

Officer Curran (#237) arrived in less than 15 minutes. He was so professional and caring in taking the information about this incident. I told him I have always had such positive dealings with EPD and had attended the Evanston Citizens Police Academy several years ago. That experience was excellent and I had commendations for Officer Loyce Spells and all the other officers who contributed to the program.

Please share my comments with Officer Curran and extend my thanks to him for his efforts on my behalf.

Sincerely,

[signature]

P.S. Eaves
July 24, 2014

Chief Richard Eddington
Evanston Police Department
1454 Elmwood Avenue
Evanston, IL 60070

Dear Chief Eddington,

On June 28, 2014, the Mount Prospect Police Department received information of a funeral service taking place on Saturday, June 28, 2014, in Arlington Heights for [redacted] who lost his life in a motorcycle accident. [redacted] belonged to a motorcycle club known for its involvement in criminal activity. Following the service, a private reception was held at a business in downtown Mount Prospect. With the large number of people expected and recent friction between a number of participating motorcycle clubs, the Mount Prospect Police Department requested assistance the of other law enforcement agencies to provide security, as well as crowd and traffic control.

David Cherrey and Daniel Keeler from Evanston Police Department responded to our request for assistance. Your personnel represented your department and our agency with the utmost professionalism. I am pleased to report Mount Prospect Police Department did not experience a single incident related to this event.

The successful conclusion of the event was a direct result of the professionalism, team work, and commitment to community demonstrated by David Cherrey and Daniel Keeler. Please extend my sincere thanks for the assistance your agency provided and the exceptional work of members of your department.

I am very grateful for your commitment to mutual aid and assisting neighboring towns.

Sincerely,

T.J. dr
FYI...and shift file.

Joseph LoDercio
Deputy Chief of Police
Evanston Police Department
(847) 866-5060
FBI-NA Class 256

Begin forwarded message:

From: "[Redacted]" <[Redacted]>
Date: July 29, 2014 at 8:17:26 AM CDT
To: "[Redacted]
"[Redacted]"
Subject: [Redacted]

The results of a trial in this matter was a finding of guilty by Judge [Redacted]. A.S.A. [Redacted], shared with me that both [Redacted] and [Redacted] did a excellent job in court.

*Sent from my Motorola Smartphone on the Now Network from Sprint!*
PHONE CALL COMPLIMENTING OFFICER

Date: August 1, 2014

Caller: [redacted]

Ref: [redacted]

Complimenting praiseworthy police work by: Officer Jeremy Senese and EPD

Reference: Resident states she is a long-time resident, and was in an accident yesterday. She states Officer Senese was gracious, kind, and professional as he handled her issue. He followed her to the ER and offered to stay there with her, and take her back to her home. She states he was extraordinary – everything that residents want to see in a police officer. And they (residents) appreciate EPD being there in these times – kudos to EPD. She states “we are fortunate to have you all”.

Submitted by: [redacted]. Admin. Secretary

Cc: Personnel File

Officer/Staff Member
July 24, 2014

Chief Richard Eddington  
Evanston Police Department  
1464 Elmwood Avenue  
Evanston, IL 60201

Dear Chief Eddington,

On June 26, 2014, the Mount Prospect Police Department received information of a funeral service taking place on Saturday, June 28, 2014, in Arlington Heights for [redacted] who lost his life in a motorcycle accident. [redacted] belonged to a motorcycle club known for its involvement in criminal activity. Following the service, a private reception was held at a business in downtown Mount Prospect. With the large number of people expected and recent friction between a number of participating motorcycle clubs, the Mount Prospect Police Department requested assistance from the Northern Illinois Police Alarm Services (NIPAS) Emergency Services Team.

Lou Velez from Evanston Police Department responded to our request for assistance. Your personnel represented your department and our agency with the utmost professionalism. I am pleased to report Mount Prospect Police Department did not experience a single incident related to this event.

The successful conclusion of the event was a direct result of the professionalism, team work, and commitment to community demonstrated by Lou Velez. Please extend my sincere thanks for the assistance your agency provided and the exceptional work of a member of your department.

Sincerely,

Timothy Janowick  
Chief of Police

TJ:dr
July 15, 2014

Chief Richard Eddington  
Evanston Police Department  
1454 Elmwood Ave  
Evanston, IL 60201

Dear Chief Eddington,

On June 15, 2014, officers from the Hoffman Estates Police Department responded to a home in our town for a suicidal subject who was searching the residence for his gun to kill himself. After arriving at the residence, officers were able to contain the subject to the second floor of the residence while evacuating the suicidal subject’s wife and two daughters. Unfortunately, the subject’s 7-year-old son was sleeping in his second floor bedroom while the suicidal subject had barricaded himself on the second floor. Prior to evacuating the house, the complainant was unable to tell us if the subject had obtained his revolver.

Members of the NIPAS EST team were requested to respond and the quick and efficient establishment of unified command allowed NIPAS EST personnel and the incident command to put a plan of action in place to resolve the situation. NIPAS personnel worked in a professional and effective manner which led to the safe removal of the 7-year-old boy from the residence, as well as the suicidal subject.

Thanks to the efforts of Officer Slava Leontiev and the other NIPAS team members on the scene, the potentially deadly incident was resolved in a safe and successful manner.

Sincerely,

Michael E. Hish  
Chief of Police

MEH/kc

411 W. Higgins Road  
Hoffman Estates, Illinois 60169  
www.hoffmanestates.org

Phone: 847-882-1818  
Fax: 847-882-8423

William D. McLeod  
Mayor

Karen V. Mills  
Trustee

Anna Newell  
Trustee

Gary J. Pilafas  
Trustee

Gary Stanton  
Trustee

Michael Gaeta  
Trustee

Gayle Vandenbergh  
Trustee

Bev Romanoff  
Village Clerk

James H. Norris  
Village Manager
Dear Evanston Police Department,

To say that the Evanston Police "serve and protect" is understatement. You put your lives on the line to serve and protect us. "Thank you" seems inadequate, but I thank you indeed, very much, every day for the excellent service that you render. (Including Mr. Reinaldo Rebollar, who installed and de-installed countless child seats for us when our 5 grandchildren visited as infants.)

Sincerely,

[Signature]
June 24, 2014

Office Loyce Spells
Evanston Police Department
1454 Elmwood Avenue
Evanston, IL 60201

Dear Officer Spells:

My husband and I want to express our gratitude to you for taking the time and expertise to help our granddaughter, Isabel Berkson, explore the field of her educational choice at the Evanston Police Department.

Isabel has told us with enthusiasm about her tour and drive-along that you provided for her. She especially appreciated the welcome and good advice that she received, and she is looking forward to the opportunity to be involved in the internship program next year.

Many thanks again for your gracious help with her exploration.

Sincerely,

[Signature]

Berkson
June 26, 2014

Richard Eddington
Police Chief
Evanston Police Department
1454 Elmwood Ave
Evanston, IL  60202

Dear Chief Eddington:

Thank you for all the help and support provided by your department during this year's Custer Fair. It is always a pleasure to work with the fine officers of the Evanston Police Department. In particular, we would like to acknowledge Lt. Tom Moore for coordinating the team of officers. With your continuing help and advice, we learn more each year about how to implement a safer and more smoothly-run fair.

As we prepare for next year's 44th festival, please let us know if you have any needs or suggestions.

Again, thanks very much for your assistance with this much-loved community event, and for contributing to our best fair ever.

cc: Mayor Elizabeth B. Tisdahl
PHONE CALL COMPLIMENTING OFFICER

Date: June 27, 2014

Caller: [Redacted]

Complimenting praiseworthy police work by: Officer Richard Tyson

Reference: Caller left a message stating the above mentioned officer responded to her complaint of noise at [Redacted]. She stated the officer was polite and considerate. She appreciates EPD having Officer Tyson on staff.

Submitted by: [Redacted] Admin. Secretary

Cc: Compliment Board
Personnel File
Supervisor
Officer
June 23, 2014

Chief Richard Eddington
Evanston Police Department
1454 Elmwood Avenue
Evanston, Illinois 60201

Dear Chief Eddington,

On behalf of the Illinois Association of Chiefs of Police Traffic Committee, please accept our congratulations for Officer Mikhail Geyer of your department. Officer Geyer was chosen as one of this year’s Municipal Police Winners of the Illinois Traffic Safety Challenge “Looking Beyond The Safety Belt Award.”

The Officer Geyer was nominated for this award by Officer Mark Van Dermeir, and was nominated for a traffic stop initiated on 04/20/13. Please notify Officer Geyer of this letter, along with the information below.

Officer Geyer is invited to attend the Traffic Safety awards luncheon as our guest to be recognized, which is held at the Illinois Police & Security Expo in Tinley Park, IL on August 20th at 11am. The award will be presented at the Tinley Park Convention Center, 18451 Convention Center Drive, Tinley Park, IL. You may bring additional guests if you wish at a cost of $30.00 per person. Please fill out the registration form located on the Illinois Association of Chiefs of Police website at ilchiefs.org. You must fax or mail the reservation form to the ILACP no later than July 31, 2014. You can fax your registration to 217.523.8352

If you have any questions please feel free to call me.

Regards,

Scott Kristiansen - Director
Illinois Traffic Safety Challenge
Dear Officer Henderson and Friends,

Thank you very much for coming to visit our campers at the on Friday, June 20th! Our kids were so surprised and excited when three police officers came to visit our camp! The hats and police badges that Officer Henderson and her fellow officers presented to our campers was so exciting for them! The kids continued to talk about the experience three days later! The kindness and patience the officers showed our campers was outstanding.

I appreciate the time you spent with our camp, despite your busy schedules. It means a lot to the teachers, campers and camp families. Enjoy your summer!

Sincerely,
Date of contact: Sunday, June 15, 2014

Approximate time: 2:00:00 AM

Employee: All officers involved with pursuit/search/arrest in (redacted)

Check All: Other

If other: Property owner of building in area of search

What would you like to commend about the employee's performance? *

I happened to be awake when several Evanston Police officers were involved in the pursuit of a suspect and subsequent search for a weapon in (redacted) around the (redacted) between 1:00 and 2:30 am on June 15. I understand from the patrol sergeant that an arrest was made and a weapon recovered. For the original officers on scene to be able chase a suspect through several yards (including having to hop fences) and make an arrest (without firing a weapon) is extremely impressive police work. I was also very impressed that all the officers, including the K-9 unit (Officer Tony Sosa and Rony) took the time to make such a thorough search for a weapon through so much property in the dark of night. Please let everyone involved know that this resident appreciates their extraordinary efforts and professionalism.

Your Name: (redacted)

Your Email: (redacted)

Address: 

Your Phone Number: (redacted)
PHONE CALL COMPLIMENTING OFFICER

Date: June 18, 2014

Caller: [Redacted]

Complimenting praiseworthy police work by: Officer Scott Sengenberger  
Officer Francesca Henderson

Reference: Caller states she visited the “Coffee with a Cop”. She states the attending officers were wonderful; they interacted well with the citizens while engaging in conversation and answering questions.

Submitted by: [Redacted], Admin. Secretary

Cc: Compliment Board  
Personnel File  
Supervisor  
Officer
PHONE CALL COMPLIMENTING OFFICER

Date: June 20, 2014

Caller: [Redacted]

Complimenting praiseworthy police work by: Sergeant Kevin Campbell
Sergeant Melvin Collier

Reference: Caller states she appreciates the help she received from the above mentioned officers. She states they worked hard and tried their best to assist her, and also states they are wonderful officers.

Submitted by: [Redacted], Admin. Secretary

Cc: Compliment Board
Personnel File
Supervisor
Officer
Last night at around 11:30 pm we were in a pickle. We had guests staying over, and their house cat who was visiting with them, had fallen out a second floor window. The cat leaned against an upstairs screen and it popped, out and the cat went out with the screen.

The cat, who we thought for a while was lost, was in fact on the ledge of the roof, and totally stressed.

We got a ladder, and I inquired with 911, realizing there was no human life at risk, whether anyone could help us get the cat down. A very kind officer got the call, Officer Virani. He clearly had skills in dealing with animals. He helped us get the cat off the ledge- and it was so amazingly kind of him, we wanted to thank his department.

It's a reminder that our Police Department, while usually dealing with serious matters of public safety, also has a big heart to help a small creature that was petrified on that ledge.

On behalf of my whole family I want to thank the Department, and commend Officer Virani for helping us last night. I know the policy does not require the assistance to animals, that was totally extra- and we really appreciate the rescue he made.

Thank you,

(please don't print my name- but I don't mind if the story is told)
June 12, 2014

Chief Richard Eddington
Evanston Police Department
1454 Elmwood Avenue
Evanston, IL 60201

Dear Chief Eddington:

I would like to take this opportunity to extend our thanks to Officer Velez as a member of the NIPAS Emergency Services Team for the assistance he provided to the Oak Brook Police Department on May 21 and 22, 2014 regarding the McDonald’s Shareholders Meeting Demonstration by the SEIU.

It is good to know that we can rely on your assistance in instances of this nature and that the NIPAS Emergency Services Team Program accomplished exactly what it is intended to do.

Please extend my sincere appreciation to Officer Velez who came to our aid, for his professionalism, commitment and assistance. This cooperation between departments proved invaluable.

Please do not hesitate to contact me or any member of my staff in the future, for any assistance you may need. We will be more than happy to reciprocate.

Sincerely,

James R. Kreager, Jr.
Chief of Police

JRK/kk
From:  
Sent:  
To:  
Subject:  

Thank you for contacting Evanston Police Department to commend Officer David Cherry. I have forwarded this information to his supervisor and to Chief Eddington. I will also let Officer Cherry know of your kind words. We appreciate when citizens take time to recognize officers for the service they are providing. Again, thank you for your considerate commendation.

Thank you,

www.cityofevanston.org

From: City of Evanston [mailto:no-reply@wufoo.com]  
Posted At: Thursday, June 12, 2014 7:20 PM  
Posted To: COMPLIMENTS  
Conversation: Police Employee Commendation Form [#17]  
Subject: Police Employee Commendation Form [#17]

Date of  

contact with  
employee: *

Approximate 3:30:00 PM  
time of  
contact with  
employee: *

Employee Cherry  
name if  
known:

Check All Other  
That Apply *  
If other, unruly vagrant  
please  
specify

72 of 130
PHONE CALL COMPLIMENTING OFFICER

Date: June 11, 2014

Caller: [Redacted]

Complimenting praiseworthy police work by: Officer Richard Tyson
                        Officer Jason Kleinpaste
                        Detective Elizabeth Glynn

Reference: Caller states she is complimenting the officers who responded to [Redacted] on Sunday evening for a difficult situation. She states the officers were very professional, caring, patient, and were truly a blessing. She also states Evanston Police Department has an excellent team and she appreciates all the Department does.

Submitted by: [Redacted], Admin. Secretary

Cc: Compliment Board
Dear Chief Eddington,

I am writing to commend Officer Francesca Henderson (*110) for responding to a recent query I made about an incident near my garage. My wife noticed that two officers had handcuffed a youth. Naturally we were concerned about what the young man might have done to result in his being handcuffed, so I left a message. Officer Henderson returned the call in a few days. She had done her homework on the incident and explained that the person was detained because someone reported him and another acting "suspiciously" but that he was not arrested and the only reason he was handcuffed was because he (and his friend) ran when the police showed up and they needed to search him. I didn't expect such a thorough description. We're relieved that no serious crime had been committed and that your team was responsive and provided the complete story. Thank you for maintaining an effective team.

Sincerely,

[Signature]

[Phone Number]

[Email Address]
PHONE CALL COMPLIMENTING OFFICER

Date: June 9, 2014

Caller: [Redacted]

Complimenting praiseworthy police work by: Officer Thomas Devine

Reference: Caller states she is complimenting the above mentioned officer because he is always polite and listens to what we have to say. He has come out several times regarding [Redacted] and she greatly appreciates him.

Submitted by: [Redacted], Admin. Secretary

Cc: Compliment Board
Personnel File
Officer/Staff Member
Supervisor
PHONE CALL COMPLIMENTING OFFICER

Date: June 9, 2014

Caller: [redacted]

Complimenting praiseworthy police work by: Officer Marla Dukler

Reference: Caller states she is complimenting the above mentioned officer because she was very polite while responding to her issue. Caller states she appreciates officers who are considerate.

Submitted by: [redacted], Admin. Secretary

Cc: Compliment Board
    Personnel File
    Officer/Staff Member
    Supervisor
June 5, 2014
Evanston Police Dept.
1454 Elmwood Avenue
Evanston, IL 60201

Chief Richard Eddington:

On behalf of the family of [redacted], we would like to thank you and the officers who provided traffic control and escort service for the funeral services of the said [redacted], everything was done professionally and with respect. Again thank you and the department.

Respectfully,

[Redacted]
Chief Richard Eddington
Evanston Police Department
1454 Elmood Ave
Evanston, Illinois 60201

Dear Chief Richard Eddington,

I am writing in regards to the Restorative Justice project. As the school’s assistant principal, I’ve had the unique opportunity of working with Arica Barton and the Youth Services Bureau of the Evanston Police Department in implementing this voluntary project the past two years.

Currently, we have seventeen out of a total of twenty-four teachers at that conduct their classrooms on a regular basis. This year, Arica assumed full coordination of the project which has involved a) leading initial teacher trainings and follow-up support meetings, b) organizing the collaboration between the Youth Services’ volunteers and our teachers and c) facilitating the planning and communication between all project participants.

Arica’s calm and professional demeanor and her expertise in Restorative Justice have been very influential in our work together and gained her the respect of our staff. She’s introduced us to the processes of conducting effective circles and an alternative approach to supporting children’s development over time. Also, it has been clearly evident that the project has contributed to a greater sense of community amongst our students as well our teachers.

Overall, the integration of circles and members of the community that believe in this practice into our school culture has been an enlightening and enjoyable experience for everyone. During our last support meeting, all the teachers and volunteers in attendance expressed the desire to continue their participation in the project next year.

For these reasons, we’d like to sincerely thank you for providing our school the opportunity to work with the Youth Services Bureau in this capacity and will continue to be supported at for next school year 2014.

My best regards,

Principal
May 19, 2014

Chief Richard Eddington
Evanston Police Department
1454 Elmwood Avenue
Evanston, IL  60201

Dear Chief Eddington:

I am writing you this letter to commend the outstanding work by Sergeant Mark Poya, Detectives Mikhail Geyer, Phillip Lang, Kenneth Carter, Brian Hicks, and Officers Jeremy Senese and Sophia Syed and the NORTAF Burglary Task Force.

On April 25, 2014, detectives from your agency participated in a multi-jurisdictional operation, resulting in the arrest of two suspects for theft and burglary related crimes in the Evanston area. The operation, spear-headed by Detective Mikhail Geyer, was an excellent example of pro-active policing and inter-agency operations.

After the arrest, Detective Geyer obtained information that placed the same two suspects in the Los Angeles area. Detective Geyer went above and beyond to discover the suspects he had arrested were linked to a murder in the Los Angeles area. Detective Geyer made contact with West Covina Detectives and notified them of the arrest. Our homicide detectives flew to Illinois and coordinated with Sergeant Poya, Detective Geyer and other members of his team to arrange interviews with the suspects. The process was seamless and our detectives commented on the outpouring of help and assistance members of your department provided. Information was ultimately obtained that led to a murder charge being filed on the male suspect for his role in our 2013 homicide. Without the help of your dedicated and professional personnel and the NORTAF Burglary Task Force, the identification and arrest of the male for murder would have been nearly impossible. Your officers should be commended for their hard work and professionalism. They are truly an excellent representation of the Evanston Police Department and Law Enforcement as a whole.

We look forward to an opportunity in the future to be of any assistance to the Evanston Police Department.

Sincerely,

[Signature]

DAVE FAULKNER
Chief of Police

cc: Commander Richard Bell
Detective Neheisel
Detective Karmann
May 28 2014

Dear Chief Edmondson,

I would like to take this opportunity (partly as a service) to thank you for your department for making a safe place to live with our family. You might think that we are undemanding but I am not convinced that the last job you did is usually done quickly. Again, thank you for looking after us, especially for

...
May 21, 2014

Chief Richard Eddington
Evanston Police Department
1454 Elmwood Avenue
Evanston, Illinois 60201

Re: Patrice Quehl

Dear Chief Eddington:

Thank you for allowing Ms. Patrice Quehl to bring the Restorative Justice goals to our district through the Community Accountability Board (CAB) process. Ms. Quehl is highly skilled in building working teams and partnerships that are comprised of community resources and services that work together with the truant student’s family and school. She helps us explore the underlying reasons for the truancy as team members pool all relevant information and expertise to address these factors and in so doing builds the family’s competency in getting the truant student back in school. Additionally, her association with the Evanston Police Department’s Youth Services encourages parents/guardians to accept responsibility to actively participate in the CAB team as well as be accountable to act on and follow through with assigned CAB activities.

Please consider this letter a grateful acknowledgment of the high level of service that Patrice Quehl of Youth Services has provided to District 65 staff, students and families regarding truancy issues. This year alone Ms. Quehl, through the community-based, multi-disciplinary and collaborative intervention of the CAB process, has assisted us with 10 chronic truancy cases. In addition to the weekly meetings and community outreach coordination, Ms. Quehl has also assisted us in writing a Comprehensive/Community-Based Program Planning Grant that would help our district expand our truancy intervention resources; to date we are still awaiting notification of whether or not we were given the grant money.

In summation, Ms. Patrice Quehl is a valued member of our district team and we appreciate the time, skills and passion that she invests in the CAB process.
May 23, 2014

Chief Richard Eddington  
Evanston Police Department  
1454 Elmwood Avenue  
Evanston, IL 60202  

Dear Chief Eddington:

On March 25, 2014 at approximately 8:56 p.m., the Police Department received a 911 call of an armed robbery at [REDACTED]. Officers responded and spoke with the victims who stated that four male white subjects took, by physical force, a cell phone and keys to a Jeep. The Jeep was driven away by one of the suspects. On March 26, 2014 at 1:09 a.m., Officers responded back to [REDACTED] on a report of a shooting. The Victim was transported to Skokie Hospital by friends.

These incidences required interviewing witnesses, taking statements, gathering facts, the collection of evidence and a significant call for personnel over a several day period. NORTAF was contacted to assist this agency with evidence collection. Also the residence was a crime scene and had to be secured by police personnel 24 hours a day for almost a week. NorthShore had to be closed down for evidentiary purposes and crowd control. The subject in the hospital needed 24 hour a day protection for over a 10 day period while he was recovering from a life threatening gunshot wound.

The Department developed a person of interest in the shooting, who was apprehended at a later time. The case has been closed. Please share my sincere appreciation to Commander Ryan Glew, Detective Jimmy Pillars and Detective Joe Bush for their assistance.

Thanks again!

Sincerely,

William K. Lustig  
Chief of Police
Memorandum

To: Members of the Human Services Committee

From: W. Grant Farrar, Corporation Counsel

Subject: Negotiation for the Lease and Sale of 2603 Sheridan Road (Harley Clarke Mansion)

Date: August 26, 2014

Recommended Action:
Staff recommends approval of Ordinance 103-O-14, which authorizes the City Manager to pursue negotiations with the Illinois Department of Natural Resources to lease the property and sell the buildings at 2603 Sheridan Road, commonly known as the Harley Clarke Mansion.

Funding Source:
n/a

Summary:
City Code Section 1-17-4-2, Sale of Real Property, dictates a two-step process to sell City real property. The Code provides that the sale of real property may be facilitated either by bid (1-17-4-2(A)) or negotiation (1-17-4-2(B)). In this case, City staff recommends the sale and lease by negotiation process with a designated party, the Illinois Department of Natural Resources (IDNR).

The City Code outlines a three-step process, which is summarized as follows: (a) City Council must adopt an ordinance by a 2/3’s vote directing the process to sell the property by negotiated sale and naming the party to negotiate on the City’s behalf; (b) following negotiation, the City Council shall receive the negotiated recommendation and if it concurs, shall direct the sale of the property by a subsequent ordinance which also requires a 2/3’s vote of the elected aldermen; and (c) prior to adoption of the second ordinance, publication in a news publication within general circulation is required within statutory and City Code parameters. Steps B and C are also mandated by the Illinois Municipal Code, 65 ILCS 5/11-76-2. This ordinance is a mandatory preliminary step in this process and after negotiation, the City Manager will share his recommendation on the sale and lease of 2603 Sheridan Road at a future meeting and consideration of another ordinance outlining proposed terms of the transaction.
Alternatives:
n/a

Attachment:
Ordinance 103-O-14
AN ORDINANCE

Authorizing the City Manager to Negotiate with the Illinois Department of Natural Resources for the Sale and Ground Lease of City-Owned Real Property Located at 2603 Sheridan Road in Evanston, Illinois

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

SECTION 1: The City Manager is hereby authorized and directed to negotiate with the Illinois Department of Natural Resources for the sale and a ground lease of the City’s interests in the real estate legally described in Exhibit A attached hereto and incorporated herein by reference, commonly known as the Harley Clarke Mansion with a real property address of 2603 Sheridan Road in Evanston, Illinois (the “Subject Property”).

SECTION 2: Pursuant to Subsection 1-17-4-2-(B) of the Evanston City Code, 2012, as amended (the “City Code”), an affirmative vote of two-thirds (⅔) of the elected Aldermen is required to accept the recommendation of the City Manager on the negotiation authorized herein. The City reserves the right to reject any and all negotiations.

SECTION 3: Pursuant to City Code Subsection 1-17-4-2-(B)-3, Notice of Intent to Sell and Lease Certain Real Estate by Negotiation was published in the Sun Times, a newspaper in general circulation in the City, on August 22, 2014. Said publication was neither less than fifteen (15) nor more than thirty (30) days before the date on which the City Council considered adoption of this ordinance authorizing the City Manager to negotiate the sale and lease of the Subject Property.
SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

SECTION 6: If any provision of this Ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid application of this Ordinance is severable.

SECTION 7: The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Ayes: __________

Nays: __________

Introduced: ________________, 2014  Approved:

Adopted: ________________, 2014  ____________________________, 2014

______________________________

Elizabeth B. Tisdahl, Mayor

Attest: Approved as to form:

______________________________

Rodney Greene, City Clerk  W. Grant Farrar, Corporation Counsel
EXHIBIT A

LEGAL DESCRIPTION

LOTS 9, 10 AND 11 OF BLOCK 5 BROWN’S LAKE GROVE ADDITION TO EVANSTON, A SUBDIVISION OF A PART OF LOTS 35 TO 38 OF BAXTER'S SHARE OF THE SOUTH SECTION OF OUILMETTE RESERVE, ALSO PARTS OF LOTS 23 TO 25 IN GEORGE SMITH’S SUBDIVISION OF THE SOUTH PART OF OUILMETTE RESERVE, IN TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 2603 SHERIDAN ROAD, EVANSTON ILLINOIS

PIN: 11-19-111-024-0000.
Memorandum

To: Honorable Mayor and Members of the City Council
   Human Services Committee

From: Evonda Thomas-Smith, Health Department Director

Subject: Resolution 62-R-14: Authorizing the City of Evanston to Support the Statewide and National Ban on Nontherapeutic Uses of Antibiotics in Livestock Production

Date: August 27, 2014

Recommended Action:
Staff recommends City Council adoption of Resolution 62-R-14, authorizing the City of Evanston to support the statewide and national ban on nontherapeutic uses of antibiotics in livestock production.

Funding Source:
N/A.

Summary:
The Preservation of Antibiotics for Medical Treatment Act (“PAMTA”), H.R. 1150 and the Prevention of Antibiotic Resistance Act (“PARA”), S. 1256, address the overuse of antibiotics in livestock production. It is common practice for livestock to receive low doses of antibiotics for nontherapeutic use which has increasingly contributed to the development and spread of antibiotic-resistant bacteria.

PAMTA and PARA address this urgent public health crisis by restricting the use of essential human antibiotics in food production. Antibiotics used to treat humans will be protected by PAMTA/PARA, ending their therapeutic use in livestock, while still allowing farmers to use all available antibiotics to treat sick animals under veterinary supervision.

City staff recommends the support of federal legislation PAMTA and PARA. Resolution 62-R-14 authorizes the City of Evanston to support the statewide and national ban on nontherapeutic uses of antibiotics in livestock production.

Attachments (PDF attachments should include):
Copy of Resolution 62-R-14
A RESOLUTION

Authorizing the City of Evanston to Support the Statewide and National Ban on Nontherapeutic Uses of Antibiotics in Livestock Production

WHEREAS, eighty percent of the antibiotics sold in the United States are used in livestock production, and the Centers for Disease Control and Prevention has reported that most of those antibiotics are used irresponsibly; and

WHEREAS, low doses of antibiotics are routinely fed to livestock for growth promotion and disease prevention to compensate for crowded, unsanitary conditions, in a practice known as "nontherapeutic use"; and

WHEREAS, "nontherapeutic use" creates ideal conditions for the development of antibiotic resistant bacteria; and

WHEREAS, antibiotic resistant bacteria on livestock operations are known to spread to retail meat, farmers and farmworkers, and rural environments; and

WHEREAS, antibiotic resistance in pathogens due to nontherapeutic use of antibiotics in livestock production has been a public health concern since the 1960s; and

WHEREAS, antibiotic resistant bacteria have been the cause of several foodborne illness outbreaks, including a 2011 outbreak of antibiotic resistant Salmonella in ground turkey that sickened 136 people, hospitalized 37, and killed one and lead to the third largest meat recall in the USDA's records and a 2013 outbreak of antibiotic resistant Salmonella in chicken that sickened 416 people and hospitalized 162; and
WHEREAS, the Centers for Disease Control and Prevention reported that at least two million Americans suffer from antibiotic resistant bacterial infections each year and twenty-three thousand Americans die from those infections; and

WHEREAS, the medical and social costs of antibiotic-resistance infections in just one hospital for one year have been estimated to be between $13 million and $18 million; and

WHEREAS, the federal government has limited nontherapeutic uses of two classes of antibiotics, but otherwise largely relied on voluntary guidance to attempt to reduce overuse of antibiotics in livestock production, despite regular acknowledgements that nontherapeutic use and the development of antibiotic resistant bacteria poses a significant public health threat,

NOW BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: The foregoing recitals are hereby found as fact and incorporated herein by reference.

SECTION 2: The City of Evanston supports a statewide and national ban on nontherapeutic uses of antibiotics in livestock production.

SECTION 3: The City of Evanston supports the Protection of Antibiotics for Medical Treatment Act (PAMTA) / Prevention of Antibiotics Resistance Act (PARA).

SECTION 4: The City of Evanston will send a letter to our State Representatives, Congressional Representatives and U.S. Senators calling for a ban on the nontherapeutic use of antibiotics in livestock agriculture and for them to co-sponsor the PAMTA / PARA.
SECTION 5: This resolution shall be in full force and effect from and after its passage and approval, in the manner provided by law.

______________________________
Elizabeth B. Tisdahl, Mayor

Attest:

______________________________
Rodney Greene, City Clerk

Adopted: __________________, 2014
Memorandum

To: Members of the Human Services Committee

From: Kevin Brown, Community Services Mgr, Community Services  
Christina Ferraro, Assistant Director of Community Services  
Joe McRae, Director of Parks, Recreation and Community Services

Subject: Building Career Pathways to Sustainable Employment with the Youth Job Center of Evanston Inc. Agreement for 2014

Date: August 11, 2014

Recommended Action:
Recommended approval of the agreement for the Youth Job Center of Evanston Inc. (YJC) (1114 Church Street, Evanston, IL 60201) to provide fifteen disconnected and unemployed young adults who are low to moderate income Evanston residents (ages 18-25) with a career pathway plan that leads to educational/work trade certification, etc., employment, supportive services, career counseling, educational support and transportation assistance over 24 months in an amount not to exceed $80,000 for FY 2014.

Funding Source:  
Funding for this agreement is budgeted in Parks, Recreation and Community Services, Business Unit 3215. 62490, Youth and Young Adult Engagement Division. Costs amount to approximately $5,333 per participant.

The City of Evanston shall be financially responsible for the furtherance of the program. The Youth Job Center of Evanston shall be the employer of record. The direct and indirect costs shall be $45,000 for on the job training salaries for 15 program participants (@$3000 each); $3000 for job readiness training; $6000 for supportive services that include transportation and state certification and testing fees, and child care for all program participants; $2000 for program materials and supplies; $24,000 for mandatory orientation, intake and job-readiness assessment, skill building activities, employability action plan, record documentation, job portfolio, mock interviews and coaching, personalized job referrals, individualized career pathways counselor consultations, and 6 month, 12 month, 18 month, and 24 month job retention benchmark incentives and follow up.
Summary:
In 2012, the City contracted with YJC to implement the pilot year of the Building Career Pathways to Sustainable Employment Program. YJC was selected as a partner, because it is a successful employment/training agency within the City that focuses upon job-readiness and job-placement for at-risk youth and young adults. Its mission is “to prepare youth ages 14-25 for success in the workplace and provide job-readiness, training and employment support in partnership with employers.” YJC has a proven track record of excellence placing more than 1,400 young people each year in various positions and has developed many long-term relationships with employers who are committed to hiring individuals after successful on the job training and credential attainment. Continued utilization of the YJC would avoid the duplication of services and provide the best method for implementing the Youth and Young Adult Division’s Workforce Training and Employment Programs. YJC has partnered with the city for many years in providing employment services to Youth and Young Adults in the community and received CDBG funding for such initiatives in 2013.

Our “Building Career Pathways to Sustainable Employment Program” has been developed and modeled after successful national best practices. One such model was highlighted in the Joyce Foundation’s July 2010 “Shifting Gears: State Innovation to Advance Workers and the Economy in the Midwest” report. That report defined career pathways as – “a series of connected education and training programs and support services that enable individuals to get jobs in specific industries, and to advance over time to successfully complete higher levels of education and work in that industry.”

These programs include “embedded” or “stackable” credentials connected to each step in the pathway. These credentials, such as occupational certificates, have value to employers by themselves, and also build toward longer technical diplomas and degrees.

A more recent documentation and validation of this Workforce Training and Employment approach can be found in the February 2011 publication “Pathways to Prosperity – Meeting the Challenge of Preparing Young Americans For the 21st Century”, (http://www.gse.harvard.edu/news_events/features/2011/Pathways_to_Prosperity_Feb2011.pdf) by the Harvard University Graduate School of Education. That report details the success of using multiple pathways as a broader vision towards school reform that includes expanded roles for employers and a new social compact for youth.

The results of the initial pilot program have been impressive and are consistent with other national models using these workforce development strategies. Eighty percent of the Career Pathways Interns were considered high risk and faced multiple barriers to employment. Seventy percent in year one of the Career Pathways interns completed Job Readiness Training. Sixty percent obtained permanent employment and nearly 60% obtained certification/credentials.

In year two, a second cohort of twenty-three Evanston participants (ages 18-25) enrolled in the program. One hundred percent of participants completed the Job Readiness Training program component. Nineteen participants were placed in paid on the job training assignments (83%). Upon completion of those assignments participants will be placed in permanent employment. The program has been highly successful.
Participants in the program complete pre-meeting assessments and orientation with division staff. Once completed, YJC and City staffs develop individualized participant caseloads. Participants are required to meet the minimum criterion that has been established for the pathway they have chosen (i.e. skills assessment, availability, high school diploma, etc.), as if they were directly applying to the positions.

All participants receive supportive services, career counseling, job readiness training stipends, educational support, child care, and transportation assistance, if necessary. They are eligible for 200+ hours of paid training for entry level positions leading to educational/work trade certifications.

Listed below is a summary of the scope of work to be performed by YJC:

- Assume all costs for all training, materials, etc., including any additional supplemental support needed to ensure individuals success such as transportation vouchers.
- Pay job readiness stipends and subsidized wages earned during training internship.
- Provide counseling and coaching, follow-up services to individuals. YJC will also provide regularly scheduled updates to Youth and Young Adult Division staff on the progress of individuals enrolled in the program.

Youth and Young Adult Division staff perform outreach in the community to identify Evanston residents that would benefit from this program. Also, other city departments, co-workers in the Recreation Division and partner agencies in the city such as the Moran Center and Evanston School District 202 provide referrals to the division.

Youth and Young Adult Program staff and YJC Job Counselors follow the progress of individuals enrolled in the program and their placement in employment over a 24 month period. Research shows that follow up services are critical to the success of disengaged and disconnected “Opportunity Youth”. The partnership with YJC provides the educational and workforce related resources that are not always available to the City of Evanston.

Attachments:
2014 Agreement with Youth Job Center of Evanston Inc
2013 Program Report
1 Davis Jenkins. Career Pathways: Aligning Public Resources to Support Individual and Regional Economic Advancement in the Knowledge Economy. Workforce Strategy Center, August 2006
CITY OF EVANSTON

PROFESSIONAL SERVICES AGREEMENT

The parties referenced herein desire to enter into an agreement for professional services for

Building Career Pathways to Sustainable Employment Program 2014

THIS AGREEMENT (hereinafter referred to as the “Agreement”) entered into this 15th day of September, 2014, between the City of Evanston, an Illinois municipal corporation with offices located at 2100 Ridge Avenue, Evanston Illinois 60201 (hereinafter referred to as the “City”), and Youth Job Center of Evanston, with offices located at 1114 Church Street, Evanston, Illinois 60201 (hereinafter referred to as the “Consultant”). Compensation for all basic Services (“the Services”) provided by the Consultant pursuant to the terms of this Agreement shall not exceed $80,000.

I. COMMENCEMENT DATE

Consultant shall commence the Services on September 15, 2014 or no later than three (3) DAYS AFTER City executes and delivers this Agreement to Consultant.

II. COMPLETION DATE

Consultant shall complete the Services by August 31, 2015. If this Agreement provides for renewals after an initial term, no renewal shall begin until agreed to in writing by both parties prior to the completion date of this Agreement.

III. PAYMENTS

City shall pay Consultant those fees as provided here: Payment shall be made upon the completion of each task for a project, as set forth in Exhibit A –
Project Milestones and Deliverables. Any expenses in addition to those set forth here must be specifically approved by the City in writing in advance.

IV. DESCRIPTION OF SERVICES

Consultant shall perform the services (the “Services”) set forth here: Services are those as defined in Exhibit A.

V. GENERAL PROVISIONS

A. Services. Consultant shall perform the Services in a professional and workmanlike manner. All Services performed and documentation (regardless of format) provided by Consultant shall be in accordance with the standards of reasonable care and skill of the profession, free from errors or omissions, ambiguities, coordination problems, and other defects. Consultant shall take into account any and all applicable plans and/or specifications furnished by City, or by others at City’s direction or request, to Consultant during the term of this Agreement. All materials, buildings, structures, or equipment designed or selected by Consultant shall be workable and fit for the intended use thereof, and will comply with all applicable governmental requirements. Consultant shall require its employees to observe the working hours, rules, security regulations and holiday schedules of City while working and to perform its Services in a manner which does not unreasonably interfere with the City’s business and operations, or the business and operations of other tenants and occupants in the City which may be affected by the work relative to this Agreement. Consultant shall take all necessary precautions to assure the safety of its employees who are engaged in the performance of the Services, all equipment and supplies used in connection therewith, and all property of City or other parties that may be affected in connection therewith. If requested by City, Consultant shall promptly replace any employee or agent performing the Services if, in the opinion of the City, the performance of the employee or agent is unsatisfactory.

Consultant is responsible for conforming its final work product to generally accepted professional standards for all work performed pursuant to this Agreement. Consultant is an independent Consultant and is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including but not limited to, Worker’s Compensation Insurance. Nothing in this Agreement accords any third-party beneficiary rights whatsoever to any non-party to this Agreement that any non-party may seek to enforce. Consultant acknowledges and agrees that should Consultant or its subconsultants provide false information, or fail to be or remain in compliance with this Agreement, the City may void this Agreement. The Consultant warrants and states that it has read the Contract Documents, and agrees to be bound thereby, including all performance guarantees as respects Consultant’s work and all indemnity and insurance requirements.

The Consultant shall obtain prior approval from the City prior to subcontracting with any entity or person to perform any of the work required under this Agreement. If the Consultant subcontracts any of the services to be performed under this Agreement, the subconsultant agreement shall provide that the services to be
performed under any such agreement shall not be sublet, sold, transferred, assigned or otherwise disposed of to another entity or person without the City’s prior written consent. The Consultant shall be responsible for the accuracy and quality of any subconsultant’s work.

All subconsultant agreements shall include verbatim or by reference the provisions in this Agreement binding upon Consultant as to all Services provided by this Agreement, such that it is binding upon each and every subconsultant that does work or provides Services under this Agreement.

The Consultant shall cooperate fully with the City, other City contractors, other municipalities and local government officials, public utility companies, and others, as may be directed by the City. This shall include attendance at meetings, discussions and hearings as requested by the City. This cooperation shall extend to any investigation, hearings or meetings convened or instituted by OSHA relative to this Project, as necessary. Consultant shall cooperate with the City in scheduling and performing its Work to avoid conflict, delay in or interference with the work of others, if any, at the Project.

Except as otherwise provided herein, the nature and scope of Services specified in this Agreement may only be modified by a writing approved by both parties. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representatives of the parties.

B.  **Representation and Warranties.** Consultant represents and warrants that:

1. Consultant possesses and will keep in force all required licenses to perform the Services,
2. the employees of Consultant performing the Services are fully qualified, licensed as required, and skilled to perform the Services.

C.  **Termination.** City may, at any time, with or without cause, terminate this Agreement upon seven (7) days written notice to Consultant. If the City terminates this agreement, the City will make payment to Consultant for Services performed prior to termination. Payments made by the City pursuant to this Agreement are subject to sufficient appropriations made by the City of Evanston City Council. In the event of termination resulting from non-appropriation or insufficient appropriation by the City Council, the City’s obligations hereunder shall cease and there shall be no penalty or further payment required. In the event of an emergency or threat to the life, safety or welfare of the citizens of the City, the City shall have the right terminate this Agreement without prior written notice. Within thirty (30) days of termination of this Agreement, the Consultant shall turn over to the City any documents, drafts, and materials, including but not limited to, outstanding work product, data, studies, test results, source documents, AutoCad Version 2007, PDF, ArtView, Word, Excel spreadsheets, technical specifications and calculations, and any other such items specifically identified by the City related to the Services herein.

D.  **Independent Consultant.** Consultant’s status shall be that of an independent Consultant and not that of a servant, agent, or employee of City. Consultant shall not
hold Consultant out, nor claim to be acting, as a servant, agent or employee of City. Consultant is not authorized to, and shall not, make or undertake any agreement, understanding, waiver or representation on behalf of City. Consultant shall at its own expense comply with all applicable workers compensation, unemployment insurance, employer’s liability, tax withholding, minimum wage and hour, and other federal, state, county and municipal laws, ordinances, rules, regulations and orders. Consultant agrees to abide by the Occupational Safety & Health Act of 1970 (OSHA), and as the same may be amended from time to time, applicable state and municipal safety and health laws and all regulations pursuant thereto.

E. Conflict of Interest. Consultant represents and warrants that no prior or present services provided by Consultant to third parties conflict with the interests of City in respect to the Services being provided hereunder except as shall have been expressly disclosed in writing by Consultant to City and consented to in writing to City.

F. Ownership of Documents and Other Materials. All originals, duplicates and negatives of all plans, drawings, reports, photographs, charts, programs, models, specimens, specifications, AutoCad Version 2007, Excel spreadsheets, PDF, and other documents or materials required to be furnished by Consultant hereunder, including drafts and reproduction copies thereof, shall be and remain the exclusive property of City, and City shall have the unlimited right to publish and use all or any part of the same without payment of any additional royalty, charge, or other compensation to Consultant. Upon the termination of this Agreement, or upon request of City, during any stage of the Services, Consultant shall promptly deliver all such materials to City. Consultant shall not publish, transfer, license or, except in connection with carrying out obligations under this Agreement, use or reuse all or any part of such reports and other documents, including working pages, without the prior written approval of City, provided, however, that Consultant may retain copies of the same for Consultant’s own general reference.

G. Payment. Invoices for payment shall be submitted by Consultant to City at the address set forth above, together with reasonable supporting documentation, City may require such additional supporting documentation as City reasonably deems necessary or desirable. Payment shall be made in accordance with the Illinois Local Government Prompt Payment Act, after City’s receipt of an invoice and all such supporting documentation.

H. Right to Audit. Consultant shall for a period of three years following performance of the Services, keep and make available for the inspection, examination and audit by City or City’s authorized employees, agents or representatives, at all reasonable time, all records respecting the services and expenses incurred by Consultant, including without limitation, all book, accounts, memoranda, receipts, ledgers, canceled checks, and any other documents indicating, documenting, verifying or substantiating the cost and appropriateness of any and all expenses. If any invoice submitted by Consultant is found to have been overstated, Consultant shall provide City an immediate refund of the overpayment together with interest at the highest rate permitted by applicable law, and shall reimburse all of City’s expenses for and in connection with the audit respecting such invoice.
I. **Indemnity.** Consultant shall defend, indemnify and hold harmless the City and its officers, elected and appointed officials, agents, and employees from any and all liability, losses, or damages as a result of claims, demands, suits, actions, or proceedings of any kind or nature, including but not limited to costs, and fees, including attorney’s fees, judgments or settlements, resulting from or arising out of any negligent or willful act or omission on the part of the Consultant or Consultant’s subcontractors, employees, agents or subcontractors during the performance of this Agreement. Such indemnification shall not be limited by reason of the enumeration of any insurance coverage herein provided. This provision shall survive completion, expiration, or termination of this Agreement.

Nothing contained herein shall be construed as prohibiting the City, or its officers, agents, or employees, from defending through the selection and use of their own agents, attorneys, and experts, any claims, actions or suits brought against them. The Consultant shall be liable for the costs, fees, and expenses incurred in the defense of any such claims, actions, or suits. Nothing herein shall be construed as a limitation or waiver of defenses available to the City and employees and agents, including but not limited to the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 et seq.

At the City Corporation Counsel’s option, Consultant must defend all suits brought upon all such Losses and must pay all costs and expenses incidental to them, but the City has the right, at its option, to participate, at its own cost, in the defense of any suit, without relieving Consultant of any of its obligations under this Agreement. Any settlement of any claim or suit related to this Agreement by Consultant must be made only with the prior written consent of the City Corporation Counsel, if the settlement requires any action on the part of the City.

To the extent permissible by law, Consultant waives any limits to the amount of its obligations to indemnify, defend, or contribute to any sums due under any Losses, including any claim by any employee of Consultant that may be subject to the Illinois Workers Compensation Act, 820 ILCS 305/1 et seq. or any other related law or judicial decision, including but not limited to, *Kotecki v. Cyclops Welding Corporation*, 146 Ill. 2d 155 (1991). The City, however, does not waive any limitations it may have on its liability under the Illinois Workers Compensation Act, the Illinois Pension Code or any other statute.

Consultant shall be responsible for any losses and costs to repair or remedy work performed under this Agreement resulting from or arising out of any act or omission, neglect, or misconduct in the performance of its Work or its subConsultants’ work. Acceptance of the work by the City will not relieve the Consultant of the responsibility for subsequent correction of any such error, omissions and/or negligent acts or of its liability for loss or damage resulting therefrom. All provisions of this Section shall survive completion, expiration, or termination of this Agreement.

J. **Insurance.** Consultant shall carry and maintain at its own cost with such companies as are reasonably acceptable to City all necessary liability insurance
which shall include as a minimum the requirements set forth below) during the term
of this Agreement, for damages caused or contributed to by Consultant, and insuring
Consultant against claims which may arise out of or result from Consultant’s
performance or failure to perform the Services hereunder: (1) worker’s compensation
in statutory limits and employer’s liability insurance in the amount of at least
$500,000, (2) comprehensive general liability coverage, and designating City as
additional insured for not less than $3,000,000 combined single limit for bodily injury,
death and property damage, per occurrence, (3) comprehensive automobile liability
insurance covering owned, non-owned and leased vehicles for not less than
$1,000,000 combined single limit for bodily injury, death or property damage, per
occurrence, and (4) errors and omissions or professional liability insurance
respecting any insurable professional services hereunder in the amount of at least
$1,000,000. Consultant shall give to the City certificates of insurance for all Services
done pursuant to this Agreement before Consultant performs any Services, and, if
requested by City, certified copies of the policies of insurance evidencing the
coverage and amounts set forth in this Section. The City may also require
Consultant to provide copies of the Additional Insured Endorsement to said
policy(ies) which name the City as an Additional Insured for all of Consultant’s
Services and work under this Agreement. Any limitations or modification on the
certificate of insurance issued to the City in compliance with this Section that conflict
with the provisions of this Section shall have no force and effect. Consultant’s
certificate of insurance shall contain a provision that the coverage afforded under the
policy(s) will not be canceled or reduced without thirty (30) days prior written notice
(hand delivered or registered mail) to City. Consultant understands that the
acceptance of certificates, policies and any other documents by the City in no way
releases the Consultant and its subcontractors from the requirements set forth
herein. Consultant expressly agrees to waive its rights, benefits and entitlements
under the “Other Insurance” clause of its commercial general liability insurance policy
as respects the City. In the event Consultant fails to purchase or procure insurance
as required above, the parties expressly agree that Consultant shall be in default
under this Agreement, and that the City may recover all losses, attorney’s fees and
costs expended in pursuing a remedy or reimbursement, at law or in equity, against
Consultant.

Consultant acknowledges and agrees that if it fails to comply with all
requirements of this Section, that the City may void this Agreement.

K. Confidentiality. In connection with this Agreement, City may provide
Consultant with information to enable Consultant to render the Services hereunder,
or Consultant may develop confidential information for City. Consultant agrees (i) to
treat, and to obligate Consultant’s employees to treat, as secret and confidential all
such information whether or not identified by City as confidential, (ii) not to disclose
any such information or make available any reports, recommendations and /or
conclusions which Consultant may make for City to any person, firm or corporation or
use the same in any manner whatsoever without first obtaining City’s written
approval, and (iii) not to disclose to City any information obtained by Consultant on a
confidential basis from any third party unless Consultant shall have first received
written permission from such third party to disclose such information.
Pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/7(2), records in the possession of others whom the City has contracted with to perform a governmental function are covered by the Act and subject to disclosure within limited statutory timeframes (five (5) working days with a possible five (5) working day extension). Upon notification from the City that it has received a Freedom of Information Act request that calls for records within the Consultant’s control, the Consultant shall promptly provide all requested records to the City so that the City may comply with the request within the required timeframe. The City and the Consultant shall cooperate to determine what records are subject to such a request and whether or not any exemptions to the disclosure of such records, or part thereof, is applicable. Vendor shall indemnify and defend the City from and against all claims arising from the City’s exceptions to disclosing certain records which Vendor may designate as proprietary or confidential. Compliance by the City with an opinion or a directive from the Illinois Public Access Counselor or the Attorney General under FOIA, or with a decision or order of Court with jurisdiction over the City, shall not be a violation of this Section.

L.  Use of City’s Name or Picture of Property. Consultant shall not in the course of performance of this Agreement or thereafter use or permit the use of City’s name nor the name of any affiliate of City, nor any picture of or reference to its Services in any advertising, promotional or other materials prepared by or on behalf of Consultant, nor disclose or transmit the same to any other party without the City’s written consent.

M.  No Assignments or Subcontracts. Consultant shall not assign or subcontract all or any part or its rights or obligations hereunder without City’s express prior written approval. Any attempt to do so without the City’s prior consent shall, at City’s option, be null and void and of no force or effect whatsoever. Consultant shall not employ, contract with, or use the services of any other architect, interior designer, engineer, consultant, special contractor, or other third party in connection with the performance of the Services without the prior written consent of City.

N.  Compliance with Applicable Statutes, Ordinances and Regulations. In performing the Services, Consultant shall comply with all applicable federal, state, county, and municipal statutes, ordinances and regulations, at Consultant’s sole cost and expense, except to the extent expressly provided to the contrary herein. Whenever the City deems it reasonably necessary for security reasons, the City may conduct at its own expense, criminal and driver history background checks of Consultant’s officers, employees, subcontractors, or agents. Consultant shall immediately reassign any such individual who in the opinion of the City does not pass the background check.

O.  Liens and Encumbrances. Consultant, for itself, and on behalf of all subcontractors, suppliers, materialmen and others claiming by, through or under Consultant, hereby waives and releases any and all statutory or common law mechanics’ materialmens’ or other such lien claims, or rights to place a lien upon City property or any improvements thereon in connection with any Services performed under or in connection with this Agreement. Consultant further agrees, as and to the extent of payment made hereunder, to execute a sworn affidavit respecting the
payment and lien releases of all subcontractors, suppliers and materialmen, and a release of lien respecting the Services at such time or times and in such form as may be reasonably requested by City. Consultant shall protect City from all liens for labor performed, material supplied or used by Consultant and/or any other person in connection with the Services undertaken by consultant hereunder, and shall not at any time suffer or permit any lien or attachment or encumbrance to be imposed by any subConsultant, supplier or materialmen, or other person, firm or corporation, upon City property or any improvements thereon, by reason or any claim or demand against Consultant or otherwise in connection with the Services.

**P. Notices.** Every notice or other communication to be given by either party to the other with respect to this Agreement, shall be in writing and shall not be effective for any purpose unless the same shall be served personally or by United States certified or registered mail, postage prepaid, addressed if to City as follows: City of Evanston, 2100 Ridge Avenue, Evanston, Illinois 60201, Attention: Purchasing Division and to Consultant at the address first above set forth, or at such other address or addresses as City or Consultant may from time to time designate by notice given as above provided.

**Q. Attorney's Fees.** In the event that the City commences any action, suit, or other proceeding to remedy, prevent, or obtain relief from a breach of this Agreement by Consultant, or arising out of a breach of this Agreement by Consultant, the City shall recover from the Consultant as part of the judgment against Consultant, its attorneys’ fees and costs incurred in each and every such action, suit, or other proceeding.

**R. Waiver.** Any failure or delay by City to enforce the provisions of this Agreement shall in no way constitute a waiver by City of any contractual right hereunder, unless such waiver is in writing and signed by City.

**S. Severability.** In the event that any provision of this Agreement should be held void, or unenforceable, the remaining portions hereof shall remain in full force and effect.

**T. Choice of Law.** The rights and duties arising under this Agreement shall be governed by the laws of the State of Illinois. Venue for any action arising out or due to this Agreement shall be in Cook County, Illinois. The City shall not enter into binding arbitration to resolve any dispute under this Agreement. The City does not waive tort immunity by entering into this Agreement.

**U. Time.** Consultant agrees all time limits provided in this Agreement and any Addenda or Exhibits hereto are of essence to this Agreement. Consultant shall continue to perform its obligations while any dispute concerning the Agreement is being resolved, unless otherwise directed by the City.

**V. Survival.** Except as expressly provided to the contrary herein, all provisions of this Agreement shall survive all performances hereunder including the termination of the Consultant.
VI. EQUAL EMPLOYMENT OPPORTUNITY

In the event of the Consultant’s noncompliance with any provision of Section 1-12-5 of the Evanston City Code, the Illinois Human Rights Act or any other applicable law, the Consultant may be declared nonresponsible and therefore ineligible for future contracts or subcontracts with the City, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of the contract, the Consultant agrees as follows:

A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, or age or physical or mental disabilities that do not impair ability to work, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization. Consultant shall comply with all requirements of City of Evanston Code Section 1-12-5.

B. That, in all solicitations or advertisements for employees placed by it on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin, ancestry, or disability.

VII. SEXUAL HARASSMENT POLICY

The Consultant certifies pursuant to the Illinois Human Rights Act (775 ILCS 5/2105 et. seq.), that it has a written sexual harassment policy that includes, at a minimum, the following information:

A. The illegality of sexual harassment;

B. The definition of sexual harassment under State law;

C. A description of sexual harassment utilizing examples;

D. The Consultant’s internal complaint process including penalties;

E. Legal recourse, investigation and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission, and directions on how to contact both; and

F. Protection against retaliation as provided to the Department of Human Rights.

VIII. CONSULTANT CERTIFICATIONS

A. Consultant acknowledges and agrees that should Consultant or its subconsultant provide false information, or fail to be or remain in compliance with the Agreement, the City may void this Agreement.
B. Consultant certifies that it and its employees will comply with applicable provisions of the U.S. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act (42 U.S.C. Section 1201 et seq.) and applicable rules in performance under this Agreement.

C. If Consultant, or any officer, director, partner, or other managerial agent of Consultant, has been convicted of a felony under the Sarbanes-Oxley Act of 2002, or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953, Consultant certifies at least five years have passed since the date of the conviction.

D. Consultant certifies that it has not been convicted of the offense of bid rigging or bid rotating or any similar offense of any State in the U.S., nor made any admission of guilt of such conduct that is a matter of record. (720 ILCS 5/33 E-3, E-4).

E. In accordance with the Steel Products Procurement Act, Consultant certifies steel products used or supplied in the performance of a contract for public works shall be manufactured or produced in the U.S. unless the City grants an exemption.

F. Consultant certifies that it is properly formed and existing legal entity, and as applicable, has obtained an assumed name certificate from the appropriate authority, or has registered to conduct business in Illinois and is in good standing with the Illinois Secretary of State.

G. If more favorable terms are granted by Consultant to any similar governmental entity in any state in a contemporaneous agreement let under the same or similar financial terms and circumstances for comparable supplies or services, the more favorable terms shall be applicable under this Agreement.

H. Consultant certifies that it is not delinquent in the payment of any fees, fines, damages, or debts to the City of Evanston.

IX. INTEGRATION

This Agreement, together with Exhibits A, B, C, and D sets forth all the covenants, conditions and promises between the parties with regard to the subject matter set forth herein. There are no covenants, promises, agreements, conditions or understandings between the parties, either oral or written, other than those contained in this Agreement. This Agreement has been negotiated and entered into by each party with the opportunity to consult with its counsel regarding the terms therein. No portion of the Agreement shall be construed against a party due to the fact that one party drafted that particular portion as the rule of contra proferentem shall not apply.

In the event of any inconsistency between this Agreement, and any Exhibits, this Agreement shall control over the Exhibits. In no event shall any proposal or contract form submitted by Consultant be part of this Agreement unless agreed to in a writing signed by both parties and attached and referred to herein as an Addendum, and in such event, only the portions of such proposal or contract form consistent with this
Agreement and Exhibits hereto shall be part hereof.

IN WITNESS WHEREOF, the parties hereto have each approved and executed this Agreement on the day, month and year first above written.

CONSULTANT:                          CITY OF EVANSTON
                                             2100 RIDGE AVENUE
                                             EVANSTON, IL 60201

By ________________________            By:________________________
Its:  ________________________            Its:  City Manager
FEIN Number:  _______________            Date:  _________________
Date:  _________________
This EXHIBIT A to that certain Consulting Agreement dated 15th day of September, 2014 between the City of Evanston, 2100 Ridge Avenue, Evanston, Illinois, 60201 (“City”) and Youth Job Center Of Evanston sets forth the Commencement and Completion Date, Services, Fees, and Reimbursable Expenses as follows:

**COMMENCEMENT DATE:** September 15, 2014  
**COMPLETION DATE:** August 31, 2015

**FEES:** The City of Evanston shall be financially responsible for the furtherance of the program and the direct and indirect costs specifically determined to be $45,000 for 15 program participants (@$3000 each); $3000 for job readiness training; $6000 for supportive services that include transportation and state certification and testing fees for all program participants; $2000 for program materials and supplies; $24,000 for YJC Inc., career pathways counseling staff and employment services.

The Youth Job Center will provide monthly invoices to the City requesting payment. This will be submitted in accordance with the Consultant invoice submittal deadlines; schedule will be provided by City. If the invoice needs adjustment or explanation, Consultant will work with the City to adjust or explain the invoice. Once the invoice is agreed upon by both parties, it shall be submitted for processing and be paid by the City billing procedure.

**SERVICES/SCOPE OF WORK:** This agreement for services is to facilitate year two of the “Building Career Pathways to Sustainable Employment Program”

The scope of the pilot “Building Career Pathways to Sustainable Employment Program” for the City of Evanston includes the following components:

The Youth Job Center of Evanston, Inc. “Sustainable Employment Program” shall provide participants with subsidized wages and funding for continued educational advancement directly aligned with the participant’s career pathway plan (e.g. paid training for C.N.A., with a career pathway plan that leads to LPN certification, etc.), as well as supportive services, career counseling, educational support and transportation assistance. The participating employers in the program shall provide a long-term commitment to the participants through permanent employment (after successful completion of on the job training and credential attainment). While employed, the young adults will continue to receive program support as they work toward further career progression with opportunities for advancement

1. YJC will provide an on-the-job training/internship program that will train up to 15 clients (ages 18-25) vetted and selected by representatives from YJC and the City of Evanston.
2. Positions shall be paid entry level and participants shall be provided with all required background trainings.
3. Participants will be required to meet minimum criterion established by the parties that may include skills assessment, participant availability, and high school diploma/GED.
4. YJC shall administer all program costs for trainings, materials, supplemental support that may include transportation vouchers, uniforms, and subsidies for business attire.
5. YJC shall pay a training stipend to participants that successfully complete the job readiness training.
6. YJC shall pay the work experience wages for participants that successfully complete the post-training internship. Those wages shall cover approximately 200 or more required hours.
7. YJC will provide ongoing counseling and coaching, and follow-up services to every participant following the completion of the internship.
8. In collaboration with City of Evanston staff, YJC program staff will develop a career pathways plan for participants that include evaluation and assessment.
9. YJC program staff to recruit and facilitate participant selection strategies and activities in collaboration with City of Evanston staff.
10. YJC program staff to foster career counseling, coaching, mentoring and employment retention activities.
City of Evanston Career Pathways Report  
Cohort II

The following is a progress report on the City of Evanston/Youth Job Center Career Pathways Program consisting of information on: program highlights, job readiness training (JRT), intern work experience placement, permanent job placement goals, updates on previously made program recommendations and new information on the status of current clients and future projections regarding the program.

Program Highlights

**OVERVIEW**

The Career Pathways to Sustainable Employment Program continues to make significant impacts on the lives of youth and young adults residing in Evanston, Illinois. This collaboration between the City of Evanston (COE) and the Youth Job Center (YJC) offers a comprehensive 24-month training, education and employment program to under-skilled, at-risk and re-entry youth. The program strives to skillfully prepare its participants to graduate from being “workplace” interns into permanent viable “career focused” employees.

The recruitment and selection process was a joint effort conducted by the YJC and COE Outreach staff. The City of Evanston’s outreach staff actively collaborates with YJC by providing direct client referrals to YJC. After youth complete intake, they are invited to participate in the YJC’s Job Readiness Training (JRT). After completing the JRT, participants are enrolled in the Career Pathways to Sustainable Employment Program. Clients are then assigned to a Career Counselor, who works with them to complete the employment process. It is the Career Counselor’s responsibility to provide support and guidance to the client throughout his/her involvement in the program. As a result, clients gain moral support, professional work experience and professional training in the form of a relevant credential or certification, when needed, referrals for additional support services including housing (from the YMCA), referrals for mentoring and counseling, when needed, and assistance with enrolling into post-secondary schools. Transportation assistance to and from their worksite is also provided. Consequently, this provides each client with the support needed to be successful on their path to success.

Listed below are multiple barriers that challenge current clients:

- Low-income, public assistance and/or LINK recipient
- Unemployed and/or not having significant work experience
- Homelessness or temporarily residing with non-traditional family household (grandparent, family member or friend)
- Pregnant and/or being a single parent
- Arrest records and/or Criminal Offenses
- Deficiencies in math and reading (as assessed and documented through the Test of Basic Education TABE as recorded in YJC’s electronic data collection system.
- Lacking professional education, certifications and/or credentials, which present a barrier to gainful employment.
**Service Referrals**

| 2 referrals | YMCA Men’s Residence |
| 2 referrals | Cabrini Legal Clinic |
| 4 referrals | Moran Center |

- Referrals are ongoing.

**Testimonials**

**YJC Community Partner:**

The City of Evanston and the Youth Job Center’s Career Pathways initiative offers an effective and proven approach to meeting the challenges of an under-skilled workforce. The alignment of education, training, and employment services through YJC provides Evanston residents with intentional connections to high-demand occupations that meet the needs of participants and employers. It is a wonderful program! And, most importantly, it’s having results.

— Kevin Brown, Youth and Adult Program Manager, City of Evanston

**Career Pathways Intern:**

I see my internship as a life changing opportunity. I appreciate everyone who made this opportunity possible. THANK YOU.

— Steven Lance, Career Pathways Intern

(Spring 2014, working on becoming a Certified Nursing Assistant, plans one day to attend Medical School)

02/2014

Thank you so much for this opportunity; I could not have done this opportunity without you and all of your support. I will be forever grateful.

— Cesar Garcia, Automotive Career Pathway

(Hired with Duxler Auto Care)

05/2014

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**Addressing the Barriers with support from Partnering Agencies**

- Low-income, Unemployed and/or lacking significant work experience—YJC, and Orchard Village
- Homelessness or temporarily residing with non-traditional family household (grandparent, family member or friend)—YMCA, COE Youth Outreach Service, Connections for the Homeless
- Pregnant and/or being a single parent—Infant Welfare Society and Local Childcare Network
- Arrest records and/or Criminal Offenses, James B. Moran Center, Cabrini Legal Clinic and Safer Foundation
- Deficiencies in math and reading (as assessed and documented through the Test of Basic Education TABE as recorded in YJC’s electronic data collection system, completing GED)—Howard Area Community Center, Jewish Vocational Services (JVS)
- Lacking professional education, certifications and/or credentials, which present a barrier to gainful employment—YJC, Jewish Vocational Services and Orchard Village.
**CAREER PATHWAYS EMPLOYER AND SITE MANAGER:**
We really appreciate our partnership with the Internship program. We have received some of our best employees as a result of the internship program.

– Sandra Brewer, Store Manager, TJ Maxx
2/2014

**COHORT II**

**Job Readiness Training (JRT) and Placement**

**ENROLLMENT AND PLACEMENT**

- **Total Interns:** 23 enrolled in the COE Program JRT
- **Completion:** 100% - 23 CP Interns completed JRT
- **Of the 23 enrolled, 15 Interns were placed.** 3 Interns at TJ Maxx, 1 Rimland, 2 Weeds Landscaping, 1 Intern at the city of Evanston’s Health Department, 1 Intern at City Of Evanston Admin Office, 1 Intern at the Douglas Center, 1 Intern at District 65, 1 Intern at YMCA, 1 Intern at Midas, 1 Intern at The Autobarn, 1 Intern at Rolf’s Auto, 1 Intern at Curt’s Café. 2 Pending to start Paid Work Experience 8/4/14, 1 at TJ Maxx and 1 at Youth Job Center

**Participant Placement (Paid Work Experience PWE)**

**INTERNSHIP RECRUITMENT & PLACEMENT**

**FOR THE SECOND COHORT**

- **Total Participants:** Of the 23 participants enrolled, 19 are actively in PWE’s
- **Funding:** Approximately $3,000/per participant
- **Available Internship Industries:** Retail, Healthcare, Social Services, Food Service, Security, Education, Public Administration, Sports/Recreation, Construction, Auto, and Administrative/Clerical
- **Internship Worksites:** Active: TJ Maxx, Douglas Center, City of Evanston’s health department, YMCA, The Autobarn, Rolf’s Auto Care, Midas, Curt’s Café, Weedz Landscaping, District 65, Youth Job Center, Rimland. Pending: Turkey Chop, Bridge To Success, N.U. Campus Kitchens
- **Internship Worksites Projections:** Marshall’s, Mariano’s Grocery Store, Turkey Chop
- **Possible Credentials:** National Retail Federation (NRF) Customer Service, Direct Support Professional (DSP), OSHA 10-hour card, Food Service Sanitation (ServSafe), PERC, and Certified Nurse Assistant.
- **Credentials Obtained:** 3 Basic Auto Maintenance & Repair
- **15 Interns placed**
- **11 permanently placed overall, 4 Direct Placements (No Internship)**
**Intern Performance**

**SUPERVISOR EVALUATION AND SECURING PERMANENT PLACEMENT**

- **Performance Evaluation**: When an intern has reached 100 hours, a midpoint evaluation of performance is conducted and permanent placement is determined. **If there is no prospect of permanent placement at the worksite, the YJC career counselor leverages employer partnerships to secure employment for the intern by the time the internship is completed.** In addition, at the completion of an internship, the same evaluation is conducted a 2\textsuperscript{nd} time, to determine the progress of program participants. This consists of a meeting between a Youth Job Center career advisor, the internship site supervisor, and the participant. The purpose of this meeting is to discuss participants’ successes, areas of improvement, and the possibility of permanent hire after the internship. Interns are evaluated on their communication and interpersonal skills, work ethic and professionalism, and specific workplace and career skills.

**Job Placement (Unsubsidized Permanent Placements)**

**JOB PLACEMENTS AND PENDING PLACEMENT**

- **Permanent Hires**: will be determined upon the successful completion of the internship. YJC is monitoring and documenting Interns progress

- **Permanent Work Industries**: Healthcare, Retail/Sales, Transportation, Social Services and Hospitality.

- **Anticipated Hires (Additional)**: It a programmatic goal that all interns have permanent jobs upon successfully completion of their internships. YJC will work with current worksite employers as well as others to ensure that Interns are placed in permanent positions. As stated earlier in the previous section of the report.
New Changes to 2013-2014 Programming:

Certification and Work Experience Improvement Strategies, Which Have Been Implemented

As previously suggested, a cohort-based career pathways model that only focuses on in-demand specific industries, stimulates participants’ interests and provides real-world experience with the expectation of also earning a credential and certification concurrently is being implemented.

- Please note that current strategies implemented as a result of previous recommendations are designed to increase the Intern’s earning potential, over time, and make them more marketable in the workplace. This will be achieved by way of offering a comprehensive Job Readiness Training Program, matching Interns skills and interested with their worksite placement. And by, skillfully preparing Interns to graduate from being interns to permanent viable “career focused” employees.

The duration of 10-12 weeks/3 months max internship experience is in place. This allows ample time for successful training/certification completion. Actual work experience hours are limited to 20-25 per week in order to provide a meaningful and manageable workload and so participants can attend identified training programs leading to certification/credential attainment.

1. (Newly implemented continue) Recruitment/Selection

The internship program’s admission process was enhanced to include the following criteria:

Current Requirements
- Evanston Resident
- High School Diploma / GED
- Age 18 – 24
- Job Readiness Training Completion
- Completion of Test of Basic Education (TABE) Scores
- Unemployed or underemployed
- Not enrolled in College/University
- Criminal offenses that are non-violent are permitted (i.e. misdemeanors, some felonies depending upon the type. Offenses should not have occurred within the program year)

Application Materials
- Application
- Cover Letter and Resume (constructed in Job Readiness Training)
- List 3 References and Contact Information (constructed in Job Readiness Training)
- Mock Interview preparing for real life work experience

Entrance Interview
- Program entrance / Intake appointments are completed on all Interns and facilitated by their assigned YJC Career Counselor

Continued Advisement & Supervision

Mandatory advisement hours are requirement for Career Pathways program completion.
- Bi-Weekly meetings with advisor (Pre-scheduled, 30 minutes)
• Expectations are clearly articulated throughout the program and reinforced by the YJC and COE staff. If there is no prospect of permanent placement at the intern’s placement worksite, the YJC career counselor leverages employer partnerships to secure employment for the intern by the time the internship is completed.

**Evaluation/Selection**
Potential Interns are evaluated on;
• Skills, Interests and qualifications
• Communication Skills
• Ability to follow through
• Professional appearance
• Demonstration of self-motivation, commitment and
• Leadership qualities
• Honors and achievements

**Projections** Continuing to incorporate best practices
• Working with participants to secure permanent placement post PWE
• YJC’s Career Pathways Outreach Coordinator is implementing ongoing recruitment and community outreach events as an effort to increase awareness about the program.
• Work with participant’s midway PWE to prepare for credential and to ensure that credentials are attained.
• Narrow industry focus to four areas (healthcare, food service/hospitality, automotive and retail customer service).
• Provide post placement support for no less than 24 months

**Recruitment**
Continue to recruit for the next fiscal year

**Training**
Get all participants credentialed by or close to the ending fiscal year 9/30/14

**Placement**
All interns will be placed by or on Sept 30, 2014
Memorandum

To: Members of the Human Services Committee
From: Richard Eddington, Chief of Police and Officer Loyce Spells
Subject: Citizen Police Academy Acceptance Policies
Date: August 29, 2014

Background Information
The Citizen Police Academy (CPA) Program is currently advertised on the City's website, social media (twitter, Instagram, and facebook), and throughout community events in every Ward. Interested youth are also identified from ETHS (Public Safety Program and ETHS Volunteer Coordinator), Y.O.U., Youth Job Center, and the Moran Center. The Youth CPA began in 2012 with 8 youth, grew to a class of 10 in 2013, and multiplied to 18 youth in the recent 2014 graduating class. Each of the three classes included a diverse group of youth who vary in ethnicity, schools, wards, and interests in the program. Please note that no applicants have been rejected nor dismissed from the program.

The adult CPA reaches a larger pool of applicants considering applicants include people who work and/or live in Evanston and criminal justice (or related field) students. Residency is not a prerequisite.

Approximately 40-50 applications are received twice per year for the Spring and Fall classes and an attempt is made to limit class size to 25-30 participants. There is attrition in most classes, so an average of 20 students graduates per session. Depending upon criminal history and when the incident occurred, applicants can be rejected and upon further discoveries or incidents, which interfere with the progress of the class and program, applicants can be dismissed at any time from the program. This year marks the 19th year of the adult CPA with over 900 graduates all whom reflect the diversity and variety of Evanston. The age of participants ranges from 17 going on 18 years of age to 80 going on 81. Graduates with physical, mental, and learning disabilities have been included and the program has been designed to meet the needs of all citizens.
Admission Criteria:
Applicant must be between 13-17 years of age (18+ for adult class), and live or work in Evanston (some exceptions are made for students studying criminal justice, forensic science, law or other associated coursework). Criminal Background (this process is limited to conferring with the Juvenile Detective Bureau, Youth Services, and checking references provided by the applicant. Adult applicants are checked through the State of Illinois – LEADS database only, unless an applicant is a new resident from outside of the State).

Attachments:
Youth Citizen Police Academy Brochure
2012-2014 Youth CPA Graduation Photos
What is it?

The Youth Citizen Police Academy (YCPA) is a summer program designed to give youth ages 13 to 17 a working knowledge of the Evanston Police Department and the world of law enforcement. It consists of a series of classes and discussions held for one week Monday thru Friday from 6:00 p.m. until 8:30 p.m. There is one academy session per year (Summer) and each class size is limited to approximately 25 students. The academy is FREE to anyone who lives or works in Evanston.

The classes will provide an in-depth view into various areas of law enforcement. It is an educational and informative program that allows young people the opportunity to learn about the issues that effect law enforcement efforts in the City of Evanston, and how to develop a partnership with the police department. *This is not a boot camp or program for rebellious teens.*

**Goals**

- To create a better understanding and communication between young people and the police through education.

- To develop a partnership between the citizens and police in order to establish a safer community.

- To provide an in-depth insight to the field of law enforcement for youth who are interested in pursing the profession.

Benefits

When residents (young and old) take a more personal interest in their city, and the protection of their community and neighborhoods, they will enjoy a safer and closer relationship with their neighbors. Upon completion of the course, graduates receive a diploma and an academy jacket. Graduating from this program will aid the graduates in furthering their studies in the legal field as well as an endorsement to volunteer with our police department.

**Why?**

Community Oriented Policing plays an important and vital role in reducing crime in any community. Therefore, the Evanston Police Department instituted the Youth Citizen Police Academy, to improve interactions between young people and the police. These improvements will produce better communication and support from our youth in addition to our services to them. It is our hope that the graduates will become partners with us in identifying problems and creating solutions to the crime issues that are affecting our community. Graduates will take their knowledge gained from this program back into their neighborhoods and schools where they can use it to enhance the quality of life for the community at large.

**Who can attend?**

Individuals who apply for the Youth Citizen Police Academy must be at least 13 years of age and no older than 17. They must also live or work in Evanston and pass the background check.
Memorandum

To: Honorable Mayor and Members of the City Council
Human Services Committee

From: Evonda Thomas-Smith, Health Director

Subject: The General Assistance and Emergency Assistance Programs

Date: September 8, 2014

The General Assistance (GA) program provides Evanston residents with money and limited medical care to help take care of themselves when they do not qualify for other cash programs administered by the Department of Human Services (DHS). If a person has children and the family does not qualify for Temporary Assistance for Needy Families (TANF), the family might qualify for GA Family and Children Assistance (GA-FCA).

Partnerships to support the participants in the program:
Dental Access Days
Connections for the Homeless
Youth Job Center
Presence Behavioral Health
Behavioral Service Center in Skokie
YWCA of the NorthShore provides financial literacy workshops
YMCA MCGaw
Erie Family Health Center
NorthShore -adult outpatient social services department.
Illinois Department of Employment Securities
Cook County Housing Authority
Oakton Community College continues to provide Adult Basic Education

Summary
Staff recommends additional outreach increasing the capacity to serve participants who are eligible for the GA program. Staff recommend continued collaboration with non-profit organizations to assure wrap around services and decreasing duplication in supportive efforts. Goals for the GA program are to restore the “required job club program”; providing job readiness skill training, and to establish worksite partners to assure all participants who are job ready have optimal opportunities for gainful employment. Considerable efforts to shift from case benefits to the voucher system for better alignment with other General assistance financial programming
Participants will receive:
Financial Literacy Workshop YWCA NorthShore (2)
Library Services workshop (Library Cards)
Smoking Cessation Workshop (American Lung Association)
GED classes and testing

Attachments
FY 2014 General Fund
System Activity Report January through June 2014
<table>
<thead>
<tr>
<th>Budget</th>
<th>Total</th>
<th>Actual</th>
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<td><strong>Operating Revenues</strong></td>
<td>FY 2014</td>
<td>As of 2nd Quarter (06/30/2014)</td>
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<td>Tax Levy</td>
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<td>368,390</td>
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<td>SSI Reimbursement</td>
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<td>Misc. Rev</td>
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<td>Transfer from Fund Balance</td>
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<td><strong>TOTAL REVENUE</strong></td>
<td>1,513,700</td>
<td>376,434</td>
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<table>
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<th>Operating Expenses</th>
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<tr>
<td><strong>Clients</strong></td>
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<td>Client Rent Expense</td>
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<td>Client Personal Expense</td>
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<td>Client 50/50 Work Program</td>
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<tr>
<td>Client Contractual Services</td>
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<tr>
<td>Client Uniforms/Shoes</td>
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<tr>
<td>Client Other Needs</td>
<td>500</td>
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<td>Client Transportation</td>
<td>2,250</td>
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<tr>
<td>Client Equipment Purchase</td>
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<td><strong>Total Client Expenses</strong></td>
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<th>Client Medical</th>
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<tbody>
<tr>
<td>Hospital Inpatient</td>
<td>3,000</td>
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<tr>
<td>Hospital Outpatient</td>
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<tr>
<td>All Other Physicians</td>
<td>3,500</td>
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<tr>
<td>Drugs</td>
<td>60,000</td>
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<tr>
<td>Other Medical</td>
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<tr>
<td>Glasses</td>
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<tr>
<td>Emergency Room Physicians</td>
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<td>Psych Outpat/Mental Assessment</td>
<td>8,000</td>
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<tr>
<td>Transport/Ambulatory Services</td>
<td>500</td>
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<tr>
<td>Catastrophic Insurance</td>
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<tr>
<td>X-Rays</td>
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<tr>
<td><strong>Total Client Medical Expenses</strong></td>
<td>91,200</td>
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<tr>
<th>Emergency Assistance - EAS Expenses</th>
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<tbody>
<tr>
<td>Housing Assistance</td>
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<tr>
<td>Food Assistance</td>
<td>1,000</td>
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<tr>
<td>Utilities</td>
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<td><strong>Total EAS Expenses</strong></td>
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<th>Payroll</th>
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<td>Position</td>
<td>Regular Pay</td>
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<td>-----------------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Executive Director</td>
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<tr>
<td>Regular Pay</td>
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<tr>
<td>Office Manager</td>
<td>45,584</td>
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<tr>
<td>Case Coordinator - GA/EAS</td>
<td>35,700</td>
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<td>Administrative Assistant</td>
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<td>Case Coordinator I - WOP Counselor</td>
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<td>Human Resource Manager</td>
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<td><strong>Total Payroll Expenses</strong></td>
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<td>Work Opportunity Program</td>
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<td>Transportation</td>
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<td><strong>Total Work Opportunity Program Expenses</strong></td>
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<tr>
<td>Administrative</td>
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<td>Unemployment Tax State</td>
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<td>FICA</td>
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<td>IMRF</td>
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<td>Medical &amp; Life Insurance</td>
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<td>General Insurance</td>
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<tr>
<td>Health Insurance</td>
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<td>Supplies</td>
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<td>Postage</td>
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<td>Printing &amp; Duplicating</td>
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<td>Contract Services</td>
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<td>Payroll Processing</td>
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<td>Data Processing</td>
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<td>Membership/Dues/Subs.</td>
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<td>Advertising</td>
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<tr>
<td>Staff Travel &amp; Mileage</td>
<td>1,125</td>
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<tr>
<td>Training/Seminars &amp; Conferences</td>
<td>2,000</td>
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<tr>
<td>Other Charges</td>
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<td>Equipment Purchase</td>
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<td>Rent</td>
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<td>Books,Publications,Maps</td>
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<tr>
<td>Legal Services</td>
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<td>Contingency</td>
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<td>Legal Assistance Fund</td>
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<td>Bank Fees</td>
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<td><strong>Total Administrative Expenses</strong></td>
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<td>Community Purchased Services</td>
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<td>Child Care Center of Evanston</td>
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<td>Child Care Network of Evanston</td>
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<td>Connections for Homeless</td>
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<td>Family Focus</td>
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<td>Housing Options</td>
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<td>Infant Welfare Society of Evanston</td>
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<td>Metropolitan Family Services</td>
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<td>Organization</td>
<td>Amount</td>
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<td>------------------------------</td>
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<tr>
<td>Moran Center</td>
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<td>North Shore Senior Center</td>
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<td>Northwest CASA</td>
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<td>PEER Services</td>
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<td>SHORE</td>
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<td>YOU</td>
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<tr>
<td>YWCA</td>
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<tr>
<td><strong>Total Community Purchased Services</strong></td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
<td>1,513,700</td>
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<td><strong>Transfer From Reserves</strong></td>
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<tr>
<td><strong>NET SURPLUS (DEFICIT)</strong></td>
<td><strong>(381,494)</strong></td>
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<tr>
<td><strong>BEGINNING FUND BALANCE</strong></td>
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<td><strong>ENDING FUND BALANCE</strong></td>
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# System Activity Report


## General Assistance

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<th>Description</th>
<th>Count</th>
<th>Amount</th>
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<td>Grants (New Clients)</td>
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<td>$5,578.13</td>
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<tr>
<td>Grants (Previous Clients)</td>
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<td><strong>192</strong></td>
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## General Assistance - Medical

<table>
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<tr>
<td>Referrals</td>
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<tr>
<td>Disbursements</td>
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## General Assistance - Work Program Assignments

<table>
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<tbody>
<tr>
<td>Job Training</td>
<td>1</td>
</tr>
<tr>
<td>Workfare</td>
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<td><strong>Total</strong></td>
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## General Assistance - Work Program Expenses

<table>
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<tr>
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## Emergency Assistance

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## Additional Activity

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<td>GA inquiry</td>
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<td>Other</td>
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# System Activity Report


## General Assistance

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## General Assistance - Medical

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## General Assistance - Work Program Assignments

<table>
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<td>Workfare</td>
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## General Assistance - Work Program Expenses

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## Emergency Assistance

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## Additional Activity

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<td>Medical</td>
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**Grand Totals:**

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## General Assistance

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<td>Sanctions</td>
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<td>Terminations</td>
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## General Assistance - Medical

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## General Assistance - Work Program Assignments

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<tr>
<td>Job Training</td>
<td>15</td>
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<tr>
<td>Workfare</td>
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<tr>
<td><strong>Total</strong></td>
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## General Assistance - Work Program Expenses

<table>
<thead>
<tr>
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<th>Count</th>
<th>Cost</th>
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<tr>
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## Emergency Assistance

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<tr>
<td>Denials</td>
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## Additional Activity

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<tbody>
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<td>7</td>
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<tr>
<td>GA inquiry</td>
<td>69</td>
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<td>Home Visit</td>
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<td>Intake Appt.</td>
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<tr>
<td>Medical</td>
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Grand Totals: 928  $89,807.16
## System Activity Report

**[4/1/2014 - 4/30/2014]**  **Report Date:** 8/28/2014

### General Assistance

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<tr>
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<td>Denials</td>
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<td></td>
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<tr>
<td>Sanctions</td>
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<td>Terminations</td>
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### General Assistance - Medical

<table>
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### General Assistance - Work Program Assignments

<table>
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<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Job Training</td>
<td>17</td>
</tr>
<tr>
<td>Workfare</td>
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<td><strong>Total</strong></td>
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### General Assistance - Work Program Expenses

<table>
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<tr>
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### Emergency Assistance

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</tr>
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<tbody>
<tr>
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<tr>
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### Additional Activity

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<th>Count</th>
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</thead>
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<tr>
<td>EAS Inquiry</td>
<td>9</td>
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<tr>
<td>GA inquiry</td>
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</tr>
<tr>
<td>Home Visit</td>
<td>4</td>
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<tr>
<td>Intake Appt.</td>
<td>15</td>
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<tr>
<td>Medical</td>
<td>23</td>
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<tr>
<td>Other</td>
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<td>Phone Call</td>
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<td>Social Services Referral</td>
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**Grand Totals:** 541 $97,657.66
# System Activity Report


## General Assistance

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<td></td>
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<tr>
<td>Sanctions</td>
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## General Assistance - Medical

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## General Assistance - Work Program Assignments

<table>
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<th>Service Description</th>
<th>Count</th>
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<tbody>
<tr>
<td>Job Training</td>
<td>16</td>
</tr>
<tr>
<td>Workfare</td>
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<td><strong>Total</strong></td>
<td>17</td>
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## General Assistance - Work Program Expenses

<table>
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<th>Amount</th>
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<tbody>
<tr>
<td>Transportation</td>
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## Emergency Assistance

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<tbody>
<tr>
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## Additional Activity

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<td>GA inquiry</td>
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<td>Home Visit</td>
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<td>Intake Appt.</td>
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<td>Medical</td>
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<td>Other</td>
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| Total                  | 747   | $97,816.76 |

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129 of 130
System Activity Report

General Assistance

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<td>Terminations</td>
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General Assistance - Medical

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<td>Disbursements</td>
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General Assistance - Work Program Assignments

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General Assistance - Work Program Expenses

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Emergency Assistance

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<td>In-Process</td>
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<td>Denials</td>
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Additional Activity

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Grand Totals: 583 $84,162.70