



Agenda Item Executive Summary

Item Name	A Resolution Waiving Advertising For Bids And Approving Of The Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For A Part Time Social Worker	Committee or Board	Village Board
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BUDGET IMPACT

Amount:	\$29,450	Budgeted	Yes
List what fund	Professional Services		

EXECUTIVE SUMMARY

Attached is a resolution waiving advertising for bids and approving of the contract for services between the Village of Bartlett and Northeast DuPage Family And Youth Services for a part time social worker. The FY 21/22 budget provides \$30,000 for the addition of a part-time social worker. We recently conducted an informal process to identify agencies in our area that could provide a contractual part-time social worker. Deputy Chief Pretkelis reached out to other local police departments and learned of three organizations in our area that provide social workers to police departments, including: Association for Individual Development (AID), Northeast DuPage Family and Youth Services (NEDFYS), and Family Service Association of Greater Elgin (FSA). After reviewing the proposals, we felt NEDFYS not only came in under budget, but also met all of the evaluation criteria, most importantly requiring a master's degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT). After receiving and reviewing proposals from the three aforementioned agencies, we are requesting to waive bids and enter into an agreement with NEDFYS for a part-time social worker/counselor in the amount of \$29,450.

ATTACHMENTS (PLEASE LIST)

Resolution, Police Department Memos, Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For A Part Time Social Worker, NEDFYS Proposal

ACTION REQUESTED

X MOTION: I move to approve Resolution 2021 - _____, A Resolution Waiving Advertising For Bids And Approving Of The Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For A Part Time Social Worker.

Staff: Patrick Ullrich, Chief of Police
 Geoff Pretkelis, Deputy Chief

Date: August 5, 2021

RESOLUTION 2021 - _____

**A RESOLUTION WAIVING ADVERTISING FOR BIDS AND APPROVING
OF THE CONTRACT FOR SERVICES BETWEEN THE VILLAGE OF BARTLETT
AND NORTHEAST DuPAGE FAMILY AND YOUTH SERVICES
FOR A PART TIME SOCIAL WORKER**

WHEREAS, Title 1, Chapter 8, Article, A, Section 1-8A-3 of the Bartlett Municipal Code provides in relevant part that:

“All contracts for work or public improvements in excess of twenty thousand dollars (\$20,000.00) shall be let to the lowest responsible bidder after advertising for bids, provided, however, that any such contract may be entered into without advertising for bids if authorized by a vote of two-thirds (2/3) of the Trustees then holding office;”

and

WHEREAS, the Village of Bartlett’s FY 21/22 budget provides for the addition of a part time social worker for the Police Department in the amount of \$30,000; and

WHEREAS, the Bartlett Police Department solicited proposals and requested qualifications from three organizations that provide part time social worker contractual services to other police departments in the Chicagoland area, and after conducting interviews of the three organizations and discarding the proposal of one of the organizations that exceeded the budget amount for social services, and taking into account the minimum qualifications for social workers recommended by the Illinois Association of Chiefs of Police, including the following requirements: (1) a master’s degree in social work and/or psychology or counseling; (2) experience working with victims and police in some capacity; (3) Licensed Clinical Social Worker license or similar license in a related field; (4) specialized training; and (5) a minimum of three years experience in the field including familiarity with crisis intervention technique and knowledge of Illinois statutes related to domestic violence, child abuse, juvenile law, mental health and confidentiality code (the “Minimum Qualification Standards”), the Bartlett Chief of Police and the Village Administrator have recommended entering the attached Contract for Services between Northeast DuPage Family Youth Services (NEDFYS) and the Village of Bartlett without advertising for bids as the specialized services sought are not adaptable to award by public bidding, because the lowest priced proposer does not meet the Minimum Qualification Standards, and for it to add comparable 24/7 access to an on-call crisis intervention system would increase its total annual cost \$550 above the price proposed by NEDFYS;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: Based on the matters set forth in the Recitals, upon the passage of this Resolution by two-thirds of the Village Trustees now holding office, the Board of Trustees hereby authorize the Contract for Services between the Northeast DuPage Family and Youth Services and the Village of Bartlett without advertising for bids.

SECTION TWO: The Contract for Services between the Village of Bartlett and Northeast DuPage Family and Youth Services (NEDFYS) for a part time social worker dated August 17, 2021 (the "Contract"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION THREE That the Village President is hereby authorized and directed to sign the Contract on behalf of the Village of Bartlett.

SECTION FOUR: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FIVE: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Gilles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2021 - _____ enacted on _____, 2021, and approved on _____, 2021, as the same appears from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

POLICE DEPARTMENT MEMORANDUM
21-34

DATE: July 19, 2021
TO: Paula Schumacher, Village Administrator
FROM: Patrick B. Ullrich, Chief of Police
RE: Selection of Social Worker Provider

The FY 21/22 budget provides for the addition of a part-time social worker. We recently conducted an informal process to identify agencies in our area that could provide a contractual part-time social worker. Deputy Chief Pretkelis reached out to other local police departments and learned of three organizations in our area that provide social workers to police departments, including: Association for Individual Development (AID), Northeast DuPage Family and Youth Services (NEDFYS), and Family Service Association of Greater Elgin (FSA).

Deputy Chief Pretkelis interviewed each of the agencies and asked them to submit a proposal to provide a part-time social worker. After reviewing the proposals, we eliminated FSA because the cost they provided (\$39,500) exceeded our budgeted amount of \$30,000.

When comparing costs alone, AID's proposal came in at \$20,000 and NEDFYS' proposal came in at \$29,450. After looking at the costs, we moved on to comparing the qualifications of the personnel AID and NEDFYS would be providing. When considering qualifications, we utilized recommended qualifying characteristics specified in the Illinois Association of Chiefs of Police social work survey, which included:

- Need a master's degree in social work and/or psychology or counseling
- Experience working with victims and police at some capacity
- Licensed Clinical Social Worker (LCSW) licensure or similar license in a related field
- Specialized training
- Minimum 3 years experience in the field to include familiarity with crisis intervention techniques and knowledge of Illinois statutes related to domestic violence, child abuse, juvenile law, mental health and confidentiality code

After reviewing both proposals, we felt NEDFYS met all of the above criteria, most importantly requiring a master's degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT), which is what set NEDFYS apart from AID.

NEDFYS can also provide at least one master's level clinical intern to support the work at BPD, which was not an option offered by AID. The intern would be supervised by licensed clinical therapists and can provide services such as: counseling, case management, follow-up phone calls, safety planning and other clinical support.

NEDFYS' fee also includes 24/7 access to an on-call crisis intervention system that all department members will have access to. AID also offers this option for an additional \$10,000, which would bring AID's total fee to \$30,000 compared to NEDFYS' \$29,450 total fee.

Finally, NEDFYS' Board of Directors includes Addison Director of Police Tim Hayden (President), Bensenville Chief of Police Daniel Schulze (Vice President) and Itasca Director of Police Bob O'Connor (Secretary). I believe their leadership on the NEDFYS Board of Directors helps keeps NEDFYS up-to-date on specific needs of social workers in relation to use by police departments.

I have spoken to representatives at Glendale Heights, Addison, Bensenville, Bloomingdale and Itasca police departments who were all listed as references for NEDFYS. I received favorable recommendations from each of the communities regarding their experience with NEDFYS and the personnel NEDFYS provided to the police departments as social workers/counselors.

I have attached a memo from Deputy Chief Pretkelis dated June 22, 2021 that provides a comparison of the three proposals.

In summary, after receiving and reviewing proposals from the three aforementioned agencies, we are requesting to waive bids and enter into an agreement with NEDFYS for a part-time social worker/counselor in the amount of \$29,450.

NEDFYS' fee for these services is under the \$30,000 budgeted amount and is \$550 less than AID's total fee if the 24/7 access to an on-call crisis intervention system was selected in AID's proposal. Additionally, NEDFYS' education and certification requirements for the staff they would be providing exceeded AID's education and certification requirements.

NEDFYS' proposal and contract are attached to this memo.

MOTION: I move to approve Resolution 2021 - _____, A Resolution Waiving Advertising For Bids And Approving Of The Contract For Services Between The Village Of Bartlett And Northeast DuPage Family And Youth Services For A Part Time Social Worker.



INTER OFFICE MEMORANDUM



To: Chief Patrick Ullrich

From: Deputy Chief Geoffrey Pretkelis

Subject: Village of Bartlett Contractual
Part-Time Social Worker Proposals

Date: Tuesday, June 22, 2021

In the FY 21-22 Budget, the Village Board approved \$30,000 for a contractual part-time social worker in the village's professional services account. The social worker would promote engagement in case review, decrease the need for police services, reduce the potential for repeated police contacts, increase self-advocacy without uniformed presence, as well as provide victim advocacy; mental health support; intervention or referrals for addiction, homelessness, domestic violence, family struggles, and safety planning; assistance with orders of protection; court accompaniment; community referrals; and maintain a direct connection with the referring officers and detectives.

The addition of a contractual part-time police social worker would promote faster connections to resources and increased rapport, follow up and lines of communication between the agency and the residents, resulting in officers and supervisors being able to spend more time on other patrol duties.

The social worker would be based out of the police department, but would also work with other village departments as necessary. This would expand the services we are able to provide to residents and serve as yet another way in which we aim to meet the village's strategic goals.

The police department received (3) three proposals for a contractual part-time social worker from Association for Individual Development (AID), Family Service Association of Greater Elgin, and Northeast DuPage Family and Youth Services (NEDFYS). Here is a summary of what was contained in their proposals:

Cost Proposal:

- **Association for Individual Development (AID)**
 - \$20,000 for (1) one staff member to work 20 hours per week
- **Family Service Association of Greater Elgin**
 - \$39,500 for (1) staff member to work 20 hours per week

- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - \$29,450 for (1) staff member to work 20 hours per week
 - In addition to paid staff, NEDFYS can provide at least one master's level clinical intern (up to 20 hours per week) to support the work at the police department. Interns would be supervised by licensed therapists and can provide services such as counseling, case management, follow-up phone calls, safety planning, and other clinical support.

After Hours Support & Response Cost:

- **Association for Individual Development (AID)**
 - \$10,000 Additional Fee
- **Family Service Association of Greater Elgin**
 - Not Listed in the Proposal
- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - NEDFYS proposed the provision of social work services on a regular and on-call basis to assist the police department to respond to mental health crisis situations, domestic violence cases, and other duties upon request.
 - NEDFYS maintains a 24/7 on-call crisis intervention system in collaboration with the police departments it partners with.

Training, Education and Experience:

- **Association for Individual Development (AID)**
 - Their social workers have their Bachelor's and Master's in Social Work or a Human Services field.
 - Their staff go through a 60 Hour training to receive a certification in Domestic Violence and Sexual Assault, Applied Suicide Intervention Skills Training (ASIST), DCFS Mandated Reporter Training, Crisis Intervention and Involuntary Hospitalization, Suicide Prevention and Intervention and various other trainings that they may find and see fit for their staff to attend.
- **Family Service Association of Greater Elgin**
 - Their social workers are fully licensed and have their Master's degrees.
- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - Mental health screening, assessment and counseling services at NEDFYS are provided by licensed clinical social workers (LCSW), licensed clinical professional counselors (LCPC), and/or licensed marriage and family therapists. Two therapists are also Certified Drug and Alcohol Counselors (CADC) and have completed the 40-hour domestic violence training. NEDFYS' clinical services are overseen by our Clinical Director who is an LCSW with over 20 years of direct service, supervision, and management experience. All services and client paperwork are available in both English and Spanish.
 - All NEDFYS therapists are trained in various forms of family-based and trauma treatments such as, Trauma Focused Cognitive Behavioral Therapy (TF-CBT), Eye Movement Desensitization and Reprocessing (EMDR), Structured Psychotherapy for Adolescents Responding to Chronic Stress

(SPARCS), Functional Family Therapy (FFT), Multi-Systemic Therapy (MST), and Motivational Interviewing (MI). One therapist recently completed a year-long certification process in TF-CBT and three other Spanish speaking therapists are currently participating in this program. All staff participate in ongoing professional development.

- The requirements for the police department position include:
 - o Master's degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT) maintained for the duration of employment;
 - o 3+ years of experience working with high-risk adolescents and families
 - o 3+ years of experience with mental health crisis intervention
 - o Experience with domestic violence victims/Certified Domestic Violence Professional (CDVP) 40-hour training a plus
 - o Ability to partner effectively and work cooperatively with law enforcement personnel in a police setting
 - o Excellent oral and written communication skills
 - o Flexible, organized, and resourceful
 - o Some knowledge of trauma treatment modalities
 - o Valid driver's license and reliable transportation with required auto insurance in effect
 - o Bilingual (Spanish) a plus

In-House Training Offered:

- **Association for Individual Development (AID)**
 - It can provide trainings on involuntary petitions, mental health, domestic violence/sexual assault, self-care, and any other trainings our department is looking for. It usually creates a training based on a department's needs and interests.
 - Each month, its staff creates a training for that month's awareness (such as Autism awareness and self-care during COVID) and present to the different roll call shifts a brief awareness training to highlight the topic of discussion that month.
 - It will create presentations/events based off of the needs we see fit and always run it past command staff for approval and are always open to suggestions based on our department's needs.
- **Family Service Association of Greater Elgin**
 - Willing to provide roll call trainings.
- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - Willing to conduct outreach and provide training to community residents, village officials, and police department staff via community meetings, roll calls, and other scheduled events.

Scope of Services:

- **Association for Individual Development (AID)**

- Its Victim Services team can assist with various types of calls to provide emotional support, crisis intervention and provide a warm hand off to long term services that are needed.
- It can assist with Death calls (homicides, suicides, natural, fatal car accidents, drownings, etc.) and assist the family with funeral proceedings and grief support during a difficult time.
- It can assist with mental health calls from a wide range of family support, connecting to counseling/appropriate programs, working towards limiting 911 calls, filling out/assisting families fill out petitions for involuntary hospitalization and advocacy. We work with domestic violence and sexual assault survivors of all ages to ensure they are connected to counseling and provided their crime Victim's Rights and crime victim compensation. It also provides support through the legal process if the survivor is interested in going that route. It also helps connect them to shelters and safe houses and create safety plans with our clients.
- It can assist with homelessness, disputes (child/parent, partner, neighbor, landlord, etc.), fires, any violent crime or anyone who identifies as being in crisis or needing support/case management.
- **Family Service Association of Greater Elgin**
 - The individual in this position would provide follow-up case management services, advocacy, coordination with other social service organizations to streamline services for Bartlett residents, and co-response services as requested.
 - The person in this position has access to our mobile crisis response teams, our clinical resources, our experienced supervisory team, and our other mental health services.
- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - NEDFYS has the organizational capacity and staff expertise to provide the following services:
 - o Review and follow-up on police reports
 - o Conduct outreach to community residents to increase awareness of village social work services
 - o Provide case management services (community resources and referrals) to community residents
 - o Respond to mental health crisis situations
 - o Conduct home visits with patrol officers to engage residents in services and provide needed resources
 - o Facilitate comprehensive client intake process to determine risks, needs, and recommended level of intervention
 - o Prepare individualized treatment plans based on client needs and resources
 - o Conduct suicide and mental health assessments
 - o Provide assistance with DCFS calls
 - o Conduct individual, group, and family-based counseling services using various treatment modalities such as: Cognitive Behavioral Therapy (CBT), Trauma-Informed CBT (TF-CBT), and

Motivational Interviewing (MI). Counseling may occur in homes, schools, the police department, and in other private community-based settings as directed by NEDFYS staff, the client, and the police department.

- o Provide assistance to domestic violence victims in obtaining Orders of Protection
- o Assist domestic violence victims in creating a safety plan
- o Accompany domestic violence victims to court
- o Provide “walk-in” services to community residents
- o Facilitate a restorative justice-based diversion program to fulfill requirements of formal or informal station adjustments
- o Conduct outreach and provide training to community residents, village officials, and police department staff via community meetings, roll calls, and other scheduled events
- o Collaborate with referring officers to ensure consistent and appropriate follow up
- NEDFYS has several other funding sources that can be leveraged to provide additional services to BPD at no cost. These include:
 - o Psychological evaluations
 - o Station adjustment program
 - o Youth crisis intervention
 - o Community-based support groups
 - o Trauma-Focused Cognitive Behavioral Therapy for children and youth

References And Services Provided to Other Police Departments:

- **Association for Individual Development (AID)**
 - St. Charles, Cary, Batavia, Elgin, and Geneva Police Departments
- **Family Service Association of Greater Elgin**
 - Aurora Police Department
- **Northeast DuPage Family and Youth Services (NEDFYS)**
 - Addison, Bloomingdale, Bensenville, Glendale Heights, and Itasca Police Departments.



Contract for Services Between Northeast DuPage Family and Youth Services (NEDFYS) and Village of Bartlett

I. Effective Dates

This contract has an initial term of 12 months. If a start date is not identified, the term shall commence upon the last dated signature of the parties.

II. NEDFYS Responsibilities

NEDFYS will provide the following services to the Village of Bartlett:

- Review and follow-up on police reports at the request of police department personnel
- Maintain 24/7 on-call coverage for social service emergencies
- Conduct outreach to community residents to increase awareness of village social work services and attempt to engage potential clients in NEDFYS counseling and/or other case management services
- Provide case management services (community resources and referrals) to community residents as needed
- Respond to mental health crisis situations upon request by police department personnel
- Conduct home visits upon request by police personnel to engage residents in services and provide resources and support
- Provide individual, group, and family counseling services based on a comprehensive intake process and the results of validated risk/needs assessment
- Conduct suicide and mental health assessments
- Prepare individualized treatment plans based on client needs
- Provide assistance with DCFS calls
- Provide assistance to domestic violence victims in obtaining Orders of Protection, creating safety plans, and accompanying clients to court when needed
- Provide “walk-in” services to community residents during designated office hours agreed upon by the police department and NEDFYS
- Conduct outreach and provide training to community residents, village officials, and police department staff via community meetings, roll calls, and other scheduled events

III. Village of Bartlett Responsibilities

The Village of Bartlett will provide the following to NEDFYS:

- Adequate office space and related administrative support to provide individual and family-based counseling services
- Police reports relevant to requests for social work services
- Referrals for case management and/or counseling services based on police calls for service
- Identification of the needs of community residents, village officials, and police department staff to facilitate the development and implementation of appropriate outreach and/or training efforts

IV. Staffing

NEDFYS will provide Bartlett Police Department (BPD) with a social worker/counselor for up to 20 hours per week on an annual basis (up to 1040 hours). Days and hours of services will be set by NEDFYS in collaboration with BPD. The social worker/counselor assigned to BPD will be supervised by a fully licensed therapist (LCPC, LCSW, or LMFT). Requirements for the position include:

- Master's degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT) maintained for the duration of employment;
- 3+ years of experience working with high-risk adolescents and families
- 3+ years of experience with mental health crisis intervention
- Experience with domestic violence victims/Certified Domestic Violence Professional (CDVP) 40-hour training a plus
- Ability to partner effectively and work cooperatively with law enforcement personnel in a police setting
- Excellent oral and written communication skills
- Flexible, organized, and resourceful
- Some knowledge of trauma treatment modalities
- Valid driver's license and reliable transportation with required auto insurance in effect
- Bilingual (Spanish) a plus

The selection of the social worker will be done in collaboration with the BPD to ensure the most appropriate fit. NEDFYS will assign one master's level intern to support the work at BPD when available. The 24/7 on-call service will be staffed by NEDFYS personnel and clinical interns on a rotating basis.

V. Liability Insurance

NEDFYS will procure and maintain insurance at its sole and exclusive expense which covers its personnel and liability for providing the identified services. NEDFYS will provide the Village of Bartlett with a certificate of insurance in a form acceptable to the Village.

VI. NEDFYS Board Authority

This agreement has been properly authorized by the NEDFYS Board of Directors.

VII. Modification of Agreement

The terms of this agreement may be amended or modified in writing and signed by both the Village of Bartlett and NEDFYS.

VIII. Termination

Either party may terminate this agreement upon providing 60 days' notice to the other party.

IX. Cost of Services

The total cost of services for the 12-month term of the contract shall not exceed \$29,450.

X. Allowable Costs

Allowable costs under this contract include:

- Salary for BPD social worker up to 1040 hours
- Salary for clinical supervisor for up to 24 hours
- Fringe benefits (8.13%) for FICA and State Unemployment Insurance
- Indirect Costs billed at 10% of monthly expenses (liability insurance, payroll services, workmen's compensation, accounting services, electronic health record, and fiscal/administrative costs.

XI. Invoicing and Payment for Services

NEDFYS will provide the Village of Bartlett with an invoice for allowable costs under this contract on or before the 10th of each month. Payment to NEDFYS shall be made within 45 days of the date of the invoice, either via electronic funds transfer or by check. If by check, payment should be sent to the following address:

Northeast DuPage Family and Youth Services
3 Friendship Plaza
Addison, Illinois 60101
Attn: Shannon Hartnett

NORTHEAST DUPAGE FAMILY AND YOUTH SERVICES

VILLAGE OF BARTLETT

By: _____

By: _____

Shannon Hartnett, Executive Director

Printed Name: _____

Title: _____



**Northeast DuPage Family and Youth Services
Proposal for Social Work Services
Bartlett Police Department**

Summary of Organization

Mission

Northeast DuPage Family and Youth Services (NEDFYS) is a non-profit community-based organization that provides supports and services that empower youth, strengthen families, and build communities. NEDFYS programs promote good mental health, treat mental health issues, facilitate the development of healthy relationships, and help individuals and families build resilience against involvement in the justice and/or child welfare systems. To implement these services, NEDFYS works in collaboration with local police departments, schools, child welfare agencies, the juvenile court, and other community-based entities throughout DuPage County.

Services

NEDFYS provides evidence-based mental health screening, assessment, counseling, 24/7 crisis intervention, and case management services to youth, adults, and families who live in DuPage County. NEDFYS therapists specialize in working with youth and families who are at-risk of or are already involved in the justice or child welfare systems, assisting domestic violence victims, and responding to mental health crisis situations.

Clinical Staff

Mental health screening, assessment and counseling services at NEDFYS are provided by licensed clinical social workers (LCSW), licensed clinical professional counselors (LCPC), and/or licensed marriage and family therapists. Two therapists are also Certified Drug and Alcohol Counselors (CADC) and have completed the 40-hour domestic violence training. NEDFYS' clinical services are overseen by our Clinical Director who is an LCSW with over 20 years of direct service, supervision, and management experience. All services and client paperwork are available in both English and Spanish.

All NEDFYS therapists are trained in various forms of family-based and trauma treatments such as, Trauma Focused Cognitive Behavioral Therapy (TF-CBT), Eye Movement Desensitization and Reprocessing (EMDR), Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS), Functional Family Therapy (FFT), Multi-Systemic Therapy (MST), and Motivational Interviewing (MI). One therapist recently completed a year-long certification process in TF-CBT and three other Spanish speaking therapists are currently participating in this program. All staff participate in ongoing professional development.

Collaboration with Police Departments

NEDFYS has a long history of providing mental health and social services to communities in partnership with local police departments. Currently, the villages of Addison, Bloomingdale, Bensenville, Glendale Heights, and Itasca each provide NEDFYS with office space to ensure that our services are accessible to their residents and to officers when needed. NEDFYS maintains a 24/7 on-call crisis intervention system in collaboration with these departments. In 2020, Addison and Glendale Heights police made over 340 referrals to NEDFYS for crisis intervention and over 150 referrals have been made in 2021. These include referrals for suicidal statements, mental health issues, addiction, drug overdoses, self-harm, and psychotic episodes. NEDFYS completed phone and/or in-person follow up with all 340 referrals and provided over 800 counseling sessions in 2020.

The goals our police social work program are to:

- Increase access to community-based behavioral health care and domestic violence advocacy and services
- Reduce need for emergency room transports and hospital police presence
- Expedite response time for mental health calls and facilitate a quicker return to patrol
- Decrease arrests and jail admissions
- Decrease repeat encounters with police
- Improve community relations
- Improve officer, consumer, and community safety
- Reduce police use of force

Proposal for Police Social Work Services for Bartlett Police Department

Scope of Services

NEDFYS proposes the provision of social work services on a regular and on-call basis to assist the Bartlett Police Department (BPD) respond to mental health crisis situations, domestic violence cases, and other duties upon request. NEDFYS has the organizational capacity and staff expertise to provide the following services:

- Review and follow-up on police reports
- Conduct outreach to community residents to increase awareness of village social work services
- Provide case management services (community resources and referrals) to community residents
- Respond to mental health crisis situations
- Conduct home visits with patrol officers to engage residents in services and provide needed resources
- Facilitate comprehensive client intake process to determine risks, needs, and recommended level of intervention

- Prepare individualized treatment plans based on client needs and resources
- Conduct suicide and mental health assessments
- Provide assistance with DCFS calls
- Conduct individual, group, and family-based counseling services using various treatment modalities such as: Cognitive Behavioral Therapy (CBT), Trauma-Informed CBT (TF-CBT), and Motivational Interviewing (MI). Counseling may occur in homes, schools, the police department, and in other private community-based settings as directed by NEDFYS staff, the client, and the police department.
- Provide assistance to domestic violence victims in obtaining Orders of Protection
- Assist domestic violence victims in creating a safety plan
- Accompany domestic violence victims to court
- Provide “walk-in” services to community residents
- Facilitate a restorative justice-based diversion program to fulfill requirements of formal or informal station adjustments
- Conduct outreach and provide training to community residents, village officials, and police department staff via community meetings, roll calls, and other scheduled events
- Collaborate with referring officers to ensure consistent and appropriate follow up

Staffing

NEDFYS will provide BPD with a social worker/counselor for 20 hours per week on an annual basis (up to 1040 hours). Depending on staffing needs, NEDFYS may assign a current qualified staff to BPD or make a new hire. Selection of the social worker will be done in collaboration with the BPD to ensure the most appropriate fit. Requirements for the position include:

- Master’s degree and partial or full licensure (LPC, LSW, LCSW, LCPC, LMFT) maintained for the duration of employment;
- 3+ years of experience working with high-risk adolescents and families
- 3+ years of experience with mental health crisis intervention
- Experience with domestic violence victims/Certified Domestic Violence Professional (CDVP) 40-hour training a plus
- Ability to partner effectively and work cooperatively with law enforcement personnel in a police setting
- Excellent oral and written communication skills
- Flexible, organized, and resourceful
- Some knowledge of trauma treatment modalities
- Valid driver’s license and reliable transportation with required auto insurance in effect
- Bilingual (Spanish) a plus

In addition to paid staff, NEDFYS can provide at least one master’s level clinical intern (up to 20 hours per week) to support the work at BPD. Interns are supervised by licensed therapists and can provide services such as: counseling, case management, follow-up phone calls, safety planning, and other clinical support.

Scheduling/Logistics

The NEDFYS social worker will be assigned to and primarily located at the BPD or other location as determined by BPD. A regular weekly schedule will be determined by the social worker in collaboration with BPD. The social worker will be available during daytime and evening hours as needed.

Budget

Bartlett Police Department		
Social Worker Program		
Proposed Budget		
Budget Item		
<i>Personnel and Fringe</i>	Annual Hours	Annual Cost
Social Worker - Part-time	1040	\$23,920.00
Clinical Supervisor - JL	24	\$840.00
Fringe (.0813)		\$2,013
Total Personnel and Fringe		\$26,772
Indirect Costs*		\$2,677.00
Total Cost		\$29,450

Indirect costs include: liability insurance, payroll service, workmen’s compensation, accounting services, electronic health record, and fiscal/program administrative costs.

Additional Resources Available to BPD at No Cost

NEDFYS has several other funding sources that can be leveraged to provide additional services to BPD at no cost. These include:

- Psychological evaluations
- Station adjustment program
- Youth crisis intervention
- Community-based support groups
- Trauma-Focused Cognitive Behavioral Therapy for children and youth

Coalition Membership

NEDFYS is an active member of the following DuPage County coalitions:

- DuPage County Prevention Leadership Team
- DuPage County Behavioral Health Collaborative
- DuPage County Zero Suicide Subcommittee
- DuPage County Juvenile Justice Council
- DuPage Youth Services Coalition
- DuPage County Family Violence Coordinating Council

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