

DAILY SCHEDULE

Township Officials Boot Camp

SUNDAY, NOVEMBER 12

2:00 – 6:00 p.m.

REGISTRATION

First Floor Lobby

Registration for the 110th Annual Educational Conference will take place on the first floor lobby of the Crowne Plaza Hotel. See the Advance Registration form for registration fee information, or visit www.toi.org to register on-line. Register by October 27th so your Conference packet is ready for you at the Registration Desk in order to speed up your check-in process.

Attendees who register for Monday or Tuesday Only will NOT be allowed to pickup their registration materials on Sunday.

Download the Conference app to your smart phone or portable device prior to the Conference, or stop by the app help desk by registration for assistance.

New instructions for app download: visit iTunes or Play Store and download the **CrowdCompass AttendeeHub app. After installing the app, search the app for **TOWNSHIP 2017** to use the TOI conference app on your mobile device.

2:00 – 6:00 p.m.

EXHIBIT HALL

Plazas E-J

Conference attendees are encouraged to check-in Sunday afternoon and take advantage of this time to visit the many vendors that provide townships with products and services. Beverages and lite snacks will be provided.

Following the exhibition we encourage you to enjoy the Wine & Cheese Reception at the Abraham Lincoln Presidential Museum. Tour times are 6:00 – 7:50 pm and 8:05 – 9:50 pm. Be sure to pick-up your complimentary ticket when you arrive at the registration desk.

This event is sponsored by TOIRMA and Visit Springfield.

6:00 – 9:50 p.m.

Several downtown restaurants will be open for TOI attendees including – advance reservations are recommended:

Augie's Front Burner
109 So. Fifth Street
217-544-6979

Balen's Bar and Grill
219 South 5th Street
217-679-1500

Nick & Nino's
700 E. Adams – 30th Fl. of the Wyndham Hotel
217-789-1530 ext. 3014

Obed and Isaac's Micro Brewery and Eatery
500 South 6th Street
217-670-0627

Saputo's Italian Restaurant
801 East Monroe Street
217-544-2523

2:00 – 6:00 p.m.

SILENT AUCTION

Exhibit Hall – Plazas E-J

Silent Auction items will be on display near the TOI Booth (booths 26–28). Complete a Silent Auction bid form at the Registration Desk (hotel lobby) and bid during Exhibit Hall hours on Sunday and Monday as well as during the Monday night activity. Bid winners will be posted on Tuesday morning at the Registration Desk.

MONDAY, NOVEMBER 13

7:30 a.m. – 4:45 p.m.

REGISTRATION

First Floor Lobby

If you are not able to check-in on Sunday afternoon please do so early on Monday morning in order to enjoy coffee and rolls provided by the Township Officials of Cook County in the Exhibit Hall while visiting with the many vendors. Be certain to check-in before 9:30 in order to enjoy the patriotic music provided by the Springfield Municipal Band prior to the start of the Opening Session at 10:00 a.m.

7:30 a.m. – 1:00 p.m.

EXHIBIT HALL

Plazas E-J

Vendors that provide products and services to townships are available from 7:30 to 9:45 a.m. (closed during Opening Session) and 11:45 a.m. to 1:00 p.m. **Please note the Exhibit Hall is not open on Tuesday.**

We encourage all Conference attendees to participate in the Opening Session. The Exhibit Hall will close at 9:45 and reopen at 11:45 a.m.

7:30 a.m. – 9:30 p.m.

SILENT AUCTION

Silent Auction items are on display near the TOI Booth (booths 26–28) in the Exhibit Hall from 7:30 a.m. to 1:00 p.m. and in the Diamond Ballroom during the Banquet & entertainment from 8:30 to 9:30 p.m. Bidding for all Silent Auction items may take place during these times. Bidding will cease at 9:30 p.m. Bid winners will be posted at the TOI Registration Desk at 7:45 a.m. on Tuesday. Bid winners may pay for and pick-up their items at the TOI Registration Desk from 7:45 a.m. to 4:00 p.m. on Tuesday. Complete a Silent Auction bid form at the Registration Desk (hotel lobby) in order to bid on items.

8:30 – 10:00 a.m.



MARY JO IMPERATO
PRESIDENT, ITAGAC

ILLINOIS TOWNSHIP ASSOCIATION OF GENERAL ASSISTANCE CASEWORKERS

- I. Call to Order
- II. Appointment of Second Vice President
- III. Division Updates
- IV. Treasurers Report
- V. Old Business
- VI. New Business
 - A. Educational Workshops
 - B. Committees
- VII. Recognition of Past 2nd Vice President
- VIII. Adjournment

9:00 a.m. – Noon

9:30 a.m.



JOHN M. NELSON
PRESIDENT, ATTORNEYS DIVISION

10:00 – 11:45 a.m.



DANNY HANNING
TOI PRESIDENT



SHERRY TITE
CONFERENCE COMMITTEE CHAIR



JOHN FOPPE
KEYNOTE SPEAKER

11:45 a.m. – 1:00 p.m.

ATTORNEYS DIVISION BOARD MEETING

Lincoln Board Room – third floor

CASH PRIZE DRAWING

Exhibit Hall

A drawing for \$100 will be held at the TOI Booth at 9:30 a.m. prior to the closing of exhibit hall for the Opening Session. Be certain to visit the TOI Booth (26-28) to get your name in the drawing. **Must be present to win!**

OPENING SESSION DOORS OPEN

Diamond Ballroom (second floor)

Enjoy speed painter John Jansky, who will create a Lincoln-themed painting while enjoying patriotic music by the Springfield Municipal Band and waiting for the Opening Session to begin. If you are a veteran please stand to be recognized when you hear the theme song for your branch of service.

OPENING SESSION featuring John Foppe

Diamond Ballroom (second floor)

Call to Order

Danny Hanning, TOI President

Huntsville Township Highway Commissioner

Presentation of Township Flags

Danny Hanning, TOI President

Presentation of Colors

Lincoln's Challenge Academy

Pledge of Allegiance

Danny Hanning, TOI President

Invocation

Rev. Percy L. Johnson, TOI Official Chaplain

Waukegan Township Trustee/TOI Director

Welcome

Sherry Tite, TOI Conference Committee Chair

Wood River Township Clerk/TOI Director

Remarks

Legislative/TOIPAC Report

Taylor Anderson, TOI Legislative Consultant

Report – State of the Association

Bryan E. Smith, TOI Executive Director

Keynote Speaker – **“Make It Happen!” Featuring John Foppe**

Born without arms, John Foppe understands firsthand the difficult gaps between envisioning an outcome and achieving it. He once led a miserable, dependent, and limited existence. At ten-years old, for example, he couldn't put his own pants on. Today, he operates his own company, travels the world, runs a large non-profit agency, and he is a husband and father.

John has learned that a person's ability to do something is not dependent on having all sorts of ability, time, and money. Instead, making something happen has more to do with one's personal sense of value and ability to cast a vision.

Adjournment of Opening Session

EXHIBIT HALL & LUNCH

Plazas E-J

The Exhibit Hall opens following the Opening Session and a complimentary lunch is provided to all paid delegates. **Although no ticket is required, your Conference badge is necessary for entrance to the Exhibit Hall.** In addition to enjoying lunch and networking, Conference attendees are encouraged to use this last opportunity to visit the many vendors that help to underwrite the cost of the Conference. **The Exhibit Hall will close at 1:00 p.m. and is not open on Tuesday.**

EDUCATIONAL SESSIONS

Prescription Painkillers – The New Heroin Epidemic

Featuring Karen Wolownik Albert, LCSW

Sponsored by AITCOY

More prescriptions are written than ever before and as a result prescription drug abuse is growing at the same rate. The presenter will discuss recent statistics of prescription drug abuse, the most commonly abused prescription drugs, and the need for individualized treatment and intervention. Medical and behavioral health professionals should recognize warning signs indicating possible prescription drug abuse. Prescription drugs are often abused in addition to alcohol and illicit drugs with potential lethal effects. Of particular concern is the link between prescription drug abuse and heroin abuse.

Yoga and Meditation for Health on All Levels

Sponsored by ITASCSC

Township Cemeteries in 2017

Featuring Kurt Asprooth, Ancel Glink

Sponsored by Clerks Division

This session covers the basics of township cemeteries, including the authority of townships to establish and maintain cemeteries, the authority of townships to take over control of existing cemeteries, the revenue sources available to support township cemeteries, the statutory systems of township cemetery governance, and the requirements imposed on township cemeteries under the Cemetery Oversight Act.

Technology in Township Government

Featuring Keri-Lyn Krafthefer, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by Township Officials of Illinois

Technology marches on and social media is imploding! Should your township participate in social media or avoid it? Do you have the correct policies and procedures in place for your employees regarding technology and for any township social media? Attend this session to find out the best practices for technology and to prevent your township from tweeting into trouble.

Prevailing Wage and Contracts in Township Road Districts

Featuring John Redlingshafer, Heyl Royster

Sponsored by Supervisors Division

Both newly-elected and veteran township officials know there are countless duties and responsibilities you provide to your taxpayers. Many of these duties require (or should require) contracts and may also trigger additional obligations under state and federal law. One of those laws is the Prevailing Wage Act, which not only requires you to pass an annual ordinance declaring the relevant wages in your area, but also requires you to pay a “prevailing wage” to contractors and subcontractors who are working on your “public works” projects.

This presentation takes a look at contracts in general, but with a specific focus on those contracts which many not only fall under the Prevailing Wage Act, but also trigger your obligation to bid out a particular project.

Social Security Disability: Change and Confusion

Featuring Jeffrey Rabin, Law Offices of Rabin, Kodner & Brown

Sponsored by ITGAC

During this “non-legal” presentation he explains the different Social Security disability law and programs, reviews how Social Security analyzes claims and how to prepare so that the strongest case possible is made to the Social Security Administration. Mr. Rabin explains the application process and how months can be shaved from the processing time. Practical hints are provided in how to deal

with the bureaucracy, how to communicate with treating physicians, and how to minimize the chance of delays and lost files. Finally, the rules regarding how to return to work while on SSDI and SSI are outlined so that people receiving benefits will have accurate information when making the step back into the work force. This discussion will de-mystify the application and appeals process, and provide people with disabilities the information they need to protect and assert their rights under the Social Security Act. This is intended to be an open discussion between Mr. Rabin and the audience. Questions are encouraged and materials will be provided which will outline the subject matter and provide room for notes.

Nuts and Bolts 102 for Township Clerks

Featuring Katy Dolan Baumer, Clerk, Hanover Township/Cook County

Sponsored by Clerks Division

The Clerks Division presents “Nuts and Bolts 102.” Building on the TOI summer Boot Camps – What is My Job?, this session is an in-depth look into “what happens next.” By this time, a new clerk has taken minutes and filing down pat, but what about Records Destruction and Archiving, Annual Town Meeting, Administering Oaths of Office, Filing Budgets and Levies and when to do a Black Box Notice, What Needs to be Published in the Newspaper and When, etc.? New and returning clerks will appreciate this fresh perspective from a tag-team of clerk professionals. This is an energetic approach and interactive session for clerks of all levels of experience.

IMRF Updates

Featuring Jon Renner

Sponsored by Township Officials of Illinois

Retirement, disability, refunds, and history on IMRF and how safe it is.

EDUCATIONAL SESSIONS

The New Heroin Epidemic – the Impact of Use

Within Your Township

Featuring Karen Wolownik Albert, LCSW

Sponsored by AITCOY

Heroin is not only an inner city or urban problem. This epidemic has impacted nearly every community across the country and cross cuts every demographic. Heroin is deadly, and lives are lost every day to overdose. This drug is finding its way into our schools, workplaces, restaurants, libraries, parks and more. Many property and even interpersonal crimes are committed by individuals struggling with Substance Use Disorders. The presenter discusses how this disease affects individuals, families and communities as well as local and national data.

A Gift of Hope – Life Goes On

Sponsored by ITASCSC

Controlling Township Workers Compensation Costs

Featuring Britt Isaly, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by Highway Commissioners

When it comes to controlling workers’ compensation costs, the best defense is a good offense. Your township should be prepared to meet any workers’ compensation claim with the right knowledge and foresight to make sure the claim is later defended properly. Some claims will be accepted ones, but for those claims which are suspicious and are disputed, staff members should be ready with witness statements, photographs, and accident forms in order to preserve the facts of the alleged accident. Come hear from a seasoned workers’ compensation attorney, who has been practicing workers’ compensation law for 20 years, discuss steps you can take to help defend the claim from the beginning and control your township’s workers’ compensation costs.

2:30 – 3:30 p.m.

Technology in Township Government

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Best Financial Practices in Township

Featuring Robert Porter, Special Projects Director, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by Trustees Division

This session is designed to outline the financial practices that every township should be following to maximize financial return to the township and to maximize cost controls for the township. It is a must session for new and not-so new officials that deal with the township budget, levy, audit, and other financial documents and procedures.

Planning for the Township Audit – Annual and Quadrennial

Featuring Alyssia Benford, CPA, MGA, Benford Brown & Associates LLC

Sponsored by Supervisors Division

The Planning for the Township Audit provides you with the tools you need to properly prepare for the annual or quadrennial audit. This program discusses the requirements for the audit schedule, understanding the prepared by client audit list, budgeting for the audit. We will also discuss Governmental Auditing Requirements as well.

Common Policies and Procedures All Townships Should Have

Featuring Jeff Jurgens, Sorling Northrup

Sponsored by Township Officials of Illinois

This session provides a detailed discussion of some of the most commonly asked questions regarding township government and the interrelationship between township officials. Jurgens provides a detailed discussion on some of the various requirements and mandates township officials face and addresses some of the most commonly asked questions. Additionally, provides an opportunity for attendees to ask general questions on township dues and responsibilities.

Cyber Liability and Its Impact on Township Government

Featuring John Redlingshafer, Heyl Royster & Jim Donelan, TOIRMA

Sponsored by TOIRMA

With all of the exciting developments and opportunities technology can give you and your township/road district, there are still some potential pitfalls and liability you could face with its use. This presentation talks about some of those common areas, but provide you with a plan for protections you can implement to try and fully protect you, your employees, and the township and road district should any potential problem involving technology arise. From specific technology policies to insurance coverage, this presentation is your guide on our “brave new world.”

EDUCATIONAL SESSIONS

Heroin in Your Township – What Can Your Township Do

Featuring Karen Wolownik Albert, LCSW

Sponsored by AITCOY

Heroin not only ravages individuals, it also affects communities. In this session, the presenter shares many practical and collaborative strategies communities can implement to address the Opioid Epidemic. First steps include

3:45 – 4:45 p.m.

organizing stakeholders and identifying resources in the development of a multi prong approach. The presenter shares her own experiences in working with a multidisciplinary Task Force on several initiatives targeted to educate stakeholders, reduce overdoses, and connect persons with needed supports.

Mason Jars, Mugs & Mocktail Projects

Featuring Megan Conway, Hanover Township Senior Services & Monika Jaroszewicz, Maine Township

Sponsored by ITASCSC

The Illinois Township Association of Senior Citizen Services Committees invites you to join us for a hands-on program. Learn the basics of crafting and complete a project of your own. We'll introduce you to some fan-favorite Pinterest projects while sipping on delicious "mock tails." These projects are a great way to reduce stress, socialize, and introduce residents of all ages to your senior program. Participants will select one of three projects: a mason jar craft, a magnetic quote decoration, or a personalized coffee mug. Registration required ... please sign up at the ITASCSC booth (32) in the Exhibit Hall on Sunday. No experience is needed.

Township Procedures 101

Featuring Keri-Lyn Krafthefer, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Tax Collectors Division

Sometimes, township officials are so busy performing their daily functions that they do not have time to keep upon the legal changes regarding meeting procedures, financial policies and best practices. This session will review the best practices and policies for township meetings and daily operations.

Ask An Attorney Panel

Featuring Members of the Attorneys Division

Sponsored by The Attorneys Division

This annual session provides an opportunity for attendees to ask general questions relating to the day to day operations of township government.

The Basics of the Township Drug Program with Midwest Truckers Association

Featuring Candy Wendt, Midwest Truckers Association

Sponsored by Highway Commissioners Division

Learn what drug and alcohol regulations are required as a road/highway commissioner. This session will teach the basics of the drug and alcohol testing program, who it applies to, and how easy it is for the township to take care of these Dept. of Transportation requirements.

Planning for the Township Audit – Annual and Quadrennial

Featuring Alyssia Benford, CPA, MGA, Benford Brown & Associates LLC

Sponsored by Supervisors Division

The Planning for the Township Audit will provide you with the tools you need to properly prepare for the annual or quadrennial audit. We will discuss the requirements for the audit schedule, understanding the prepared by client audit list, budgeting for the audit. We will also discuss Governmental Auditing Requirements as well.

CASH PRIZE DRAWING

Ballroom Pre-function area – Second floor

A drawing for \$100 is scheduled outside the Diamond Ballroom at 5:00 p.m. at the end of educational sessions. Be certain to visit the TOI Booth (26-28) to get your name included the drawing. **Must be present to win!**

5:00 p.m.

5:00 – 6:30 p.m.



JOHN PARQUETTE
AITCOY PRESIDENT



6:00 – 7:00 p.m.

7:00 – 8:30 p.m.

8:30 – 10:30 p.m.

8:30 – 9:30 p.m.



AITCOY ANNUAL BUSINESS MEETING

- I. Call to Order
 - a. Roll Call
 - b. Approval of minutes of Business Meeting held on August 24 2017
 - c. Additions to the agenda
- II. Officers Reports
 - a. President
 - b. Vice President
 - c. Treasurer
- III. Committee Chairperson Reports:
 - a. Membership
 - b. Program
 - c. Awards
 - d. Audit
 - e. CEUs
 - f. Website
 - g. Perspectives
 - h. Creative Marketing
 - i. Summer Olympics
 - j. Youth Summit
- IV. Unfinished Business
- V. New Business:
 - a. Election of 2018 Officers
 - b. FY 18 Budget
 - c. Planning for 2018
- VI. Agency Announcements
- VII. Adjournment

RECEPTION (Cash Bar)

Ballroom Pre-function Area – second floor

ANNUAL BANQUET

Diamond Ballroom – second floor

Ticket Required – \$55

Must be purchased in advance

BANQUET ENTERTAINMENT

Diamond Ballroom (Cash Bar)

Following the Banquet, all conference attendees are invited to enjoy the musical fun of dueling pianos performed by Fun Pianos! by 176 Keys.

SILENT AUCTION

Diamond Ballroom

Silent Auction items will be available for a last chance to bid in the Diamond Ballroom from 8:30 to 9:30 p.m. Bidding for all Silent Auction items will cease at 9:30 p.m. Bid winners will be posted at the TOI Registration Desk at 7:45 a.m. on Tuesday. Bid winners may pay for and pick-up their items at the TOI Registration Desk from 7:45 a.m. to 4:00 p.m. on Tuesday.

TUESDAY, NOVEMBER 14, 2017

7:45 a.m. – 4:00 p.m.

REGISTRATION

First Floor Lobby

7:45 – 9:00 a.m.

AWARDS BREAKFAST

Diamond Ballroom – second floor

Ticket Required – \$25

**Must be purchased in advance*

Join your fellow TOI officials and enjoy breakfast during which Voluntary Education awards will be presented, as well as Division awards, and winners of the 21st Annual TOI Mighty Message Contest.

8:00 – 9:00 a.m.

EDUCATIONAL SESSIONS

Public Works “Mutual Aid” Network Program Overview

Featuring Barb Stiehl, Mark Doerfler, and Vince Kilcullen of Urbana Public Works Department

Sponsored by Township Officials of Illinois

This session includes a narrative about the development of the Illinois Public Works Mutual Aid Network as a state-wide emergency response organization for public works agencies. In general, the benefits of IPWMAN membership is summarized. Specifically, information about recent emergency responses will be discussed.

Best Financial Practices in Township Government

Featuring Robert Porter, Director of Special Projects, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Trustees Division

This session is designed to outline the financial practices that every township should be following to maximize financial return to the township and to maximize cost controls for the township. It is a must session for new and not-so new officials that deal with the township budget, levy, audit, and other financial documents and procedures.

9:15 – 10:15 a.m.

EDUCATIONAL SESSIONS

Local Update on Census Addresses Operation Program

Featuring Linda Gray, Geographer, US Census Bureau

Sponsored by Township Officials of Illinois

The Census Bureau provides a high-level overview of the 2020 Local Update of Census Addresses Operation (LUCA). LUCA is a once a decade opportunity for tribal, state, and local governments to review and comment on the Census Bureau's Address List. The Census Bureau discusses the timeline, methods of reviewing and commenting on the address list, and the benefits of participating in this critical decennial geographic partnership operation.

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How to Run an Effective Township Board Meeting

Featuring Jim Donelan, Executive Director of TOIRMA

Sponsored by the Supervisors Division

QUICKBOOKS and Township Government ... Learn the Basics

Featuring Jeanette Crowden, Founder, Pampered Pet Center

Sponsored by Township Officials of Illinois

QuickBooks™ is an accounting software program by Intuit. This financial management system is used to manage bookkeeping transactions in one place. Participants in the “QuickBooks and Township Government” presentation will be shown Ten Quickbooks Topics for Townships. Topics include Chart of Accounts, Budgets, Profit and Loss Report, Bank Accounts, Classes, Exporting and Financial Reporting.

Electrical Infrastructure Upgrades in Township Government

Featuring Marty Behrens, Supervising Engineer, Ameren Illinois

Sponsored by the Highway Commissioners Division

The presentation covers Ameren’s programs to improve gas and electric reliability, and also cover other program information. A brief overview of Ameren’s emergency response process is also covered.

Freedom of Information Act and Open Meeting Act

Featuring Neil Olson, Office of the Attorney General

Sponsored by Township Officials of Illinois

This program is designed as an overview of the Freedom of Information Act (FOIA) and the Open Meetings Act (OMA). The presentation features the latest statute amendments, cases, and determinations by the Public Access Counselor in the Office of the Attorney General on FOIA and OMA, as well as discussion of best practices.

Construction, Bidding and Purchasing in Township Government

Featuring Ken Florey & Neal Smith, Robbins Schwartz

Sponsored by the Trustees Division

The construction process, public bidding and purchasing for townships can be complicated and lead to multiple problems. Learn from attorneys who have advised townships for over 25 years about common problems and practical solutions in this often treacherous area of the law.

EDUCATIONAL SESSIONS

Serving the People: How Township Government Works

Featuring Jeff Jurgens, Sorling Northrup

Sponsored by Township Officials of Illinois

Township government is the closest government to the people and can positively impact your community in numerous ways. This session focuses not only on how township government operates, including the roles and responsibilities of all of the officials, but also the many different ways your township can benefit your community.

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10:30 – 11:30 a.m.

Township Government and the Media – What to Do!

Featuring Rachel Peabody, Mac Strategies Group

Sponsored by Township Officials of Illinois

The reporter calls and you need to respond. As an elected official, it's critical to know how to answer their questions, even the hard ones. Public relations specialist, Rachel Peabody, walks you through an informative discussion on how to proactively participate in publicity and how to retain control of the interview.

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What to Know About Township Employment Policies

Featuring Dennis Weedman, Partner, Robbins Schwartz

Sponsored by the Supervisors Division

This program explores the benefits of a Township having well defined personnel policies, including what should be included in these policies, with the focus being upon reducing a Township's exposure to litigation.

Life-cycle Management of Township Records

Featuring Robert Boots, Chief Deputy Director, Illinois State Archives

Sponsored by the Clerks Division

This course is a review of the records management processes as defined within the context of the Illinois Local Records Act (50 ILCS 205) and 44 ILL Admin Code 4000 for down-state municipalities, and Illinois Local Records Act (50 ILCS 205/60) and 44 ILL Admin Code 4500 for Cook County municipalities. The emphasis is on records management process compliance with statute and operational continuity.

EDUCATIONAL SESSIONS

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Township government is the closest government to the people and can positively impact your community in numerous ways. This session focuses not only on how township government operates, including the roles and responsibilities of all of the officials, but also the many different ways your township can benefit your community.

TOI Legislative Update

Featuring Taylor Anderson, Legislative Consultant, Township Officials of Illinois

Sponsored by Township Officials of Illinois

TOI Legislative Consultant Taylor Anderson reviews recent legislation that has become law. Learn more about recent laws passed by the Illinois General Assembly that impact your township and road district.

11:45 a.m. – 12:45 p.m.

Construction, Bidding and Purchasing in Township Government

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Tree Trimming in Township Road Districts

Featuring Byron Hartsock, Vegetation Supervisor, Ameren Illinois

Sponsored by the Highway Commissioners Division

Ameren Illinois's Vegetation Management Program is predicated on minimizing tree caused outages and thereby enhancing reliable service to our customers and promoting public and worker safety. Ameren Illinois employs vegetation management techniques which are designed to promote tree health and protect our electric delivery system in an environmentally responsible manner.

Ameren Illinois Company (AIC) has rights to prune trees based upon franchise agreements and right-of-way (ROW) easements. Franchise agreements generally allow us to maintain our facilities located upon the cities, towns or villages public property where our facilities are located. If facilities are located upon private property, then we assume that the line has the legal right to be there and AIC has a ROW easement that gives us the legal right to perform the required vegetation management work.

Typically, ROW in non-residential, commercial and industrial areas will require more Integrated Vegetation Management practices than those in residential and urban areas to control unwanted vegetation and to maintain clearance on the sidewalks during routine maintenance work. The methods chosen will vary depending upon the brush density, accessibility, terrain, location, cost, voltage and numerous other factors. These areas usually require more specialized types of equipment to maintain the ROW. The equipment could include helicopters, Kershaw/Jaraffs, ATAB's, 4X4 bucket trucks, ATV's or different types of mowing equipment.

Cyber Liability and Its Impact on Township Government

Featuring John Redlingshafer, Heyl Royster

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12:45 – 3:45 p.m.

12:45 – 2:45 p.m.



SUSAN DILLON
PRESIDENT, ITASCSC DIVISION



CHARLIE MONTGOMERY
PRESIDENT, HIGHWAY
COMMISSIONERS DIVISION



DEANNA WILKINS
PRESIDENT, ASSESSORS DIVISION

Township Government and the Media – What to Do!

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The reporter calls and you need to respond. As an elected official, it's critical to know how to answer their questions, even the hard ones. Public relations specialist, Rachel Peabody, will walk you through an informative discussion on how to proactively participate in publicity and how to retain control of the interview.

ITASCSC Annual Business Meeting

DIVISION MEETINGS/LUNCH – boxed lunches will be served

All officials should make a special effort to attend their Division meeting and educational session.

HIGHWAY COMMISSIONERS DIVISION

- I. Call to Order – *Charlie Montgomery, President*
- II. Pledge of Allegiance/ Moment of Silence – *Donald Goad, Vice President*
- III. Roll Call/ Previous Minutes – *Arnold Vegter, Secretary*
- IV. Treasurers Report – *Greg Menold, Treasurer*
- V. Old Business:
 - a. 2017 Summer Seminar Report – *Charlie Montgomery, President*
 - b. 2018 Summer Seminar Plans – *Charlie Montgomery, President*
 - c. SurveyMonkey – *Charlie Montgomery, President*
 - d. Legislative Update – *Danny Hanning/Arnold Vegter*
- VI. New Business:
 - a. 2018-19 THCOI Voluntary Certification Program – *Charlie Montgomery, President*
 - b. THCOI “Roadie Warrior” Award – *Charlie Montgomery, President*
- VII. Any New Business for the Good of the Order?
- VIII. Educational Program – Continuance of 2017 Summer Seminar
Awesome Break-Out Session – *Gregory C. Ray of Craig & Craig, LLC*
- IX. Adjournment

ILLINOIS ASSESSORS ASSOCIATION

- I. Call to Order – *Deanna Wilkins, President*
- II. Pledge of Allegiance – *James Weisiger*
- III. Invocation – *Deanna Wilkins, President*
- IV. Invited Guest:
 - a. *Dominic Cirone and Christine Cook – Cirone Computer Consulting, Inc.*
 - b. *Mike Weeks – Vanguard Appraisals, Inc.*
 - c. *Jo Ellen Mahr, Division Manager – Illinois Department of Revenue*
- V. President’s Report – *Deanna Wilkins*
- VI. Secretary’s Report – *Sandy Shaw*
- VII. Treasurer’s Report – *Deb Lane*
- VIII. Committee Report –
 - a. Legislation – *Laura Ross*
 - b. Public Relations – *Deb Lane*
 - c. TOI Conference – *Stephen Daly*
 - d. Audit Committee – *John Dabrowski*
 - e. Nominating – *Chris Kain*
- IX. Election of Officers
- X. Old Business:
- XI. New Business:
- XII. Program – TBA
- XIII. Speaker – TBA
- XIV. Open Forum/ Door Prizes
- XV. Adjourn



KAREN MEGAN
PRESIDENT, TAX COLLECTORS
DIVISION



KATY DOLAN BAUMER
PRESIDENT, CLERKS DIVISION



SUSAN CURTISS
PRESIDENT, SUPERVISORS DIVISION

TAX COLLECTORS DIVISION

- I. Call to Order and Welcome – *Karen Megan, President*
- II. Pledge of Allegiance
- III. Minutes of 2016 Meeting
- IV. Financial Report
- V. Old Business – Discussion
- VI. New Business – Discussion
- VII. Set Time for 2018 Meeting
- VIII. Adjournment

TOWNSHIP CLERKS DIVISION

- I. Call to Order/Welcome – *President Katy Dolan Baumer*
- II. Invocation – *Director Suzanne Fisher*
- III. Pledge of Allegiance – *Director Delores Schelm*
- IV. Roll Call and Introductions of Board Members – *Secretary Lisa Hodge*
- V. Secretary’s Report – Approval of Minutes from Annual Division Meeting November 2016 – *Secretary Lisa Hodge*
- VI. Treasurer’s Report – Review and Approval of Final Report 2017 – *Treasurer Sheryl Crowley*
- VII. TOI Association Report – *Executive Director Bryan Smith or Ed Coordinator Jerry Crabtree*
- VIII. Division Report and Special Recognitions – *President Katy Dolan Baumer*
- IX. Program: Clerks Trivia Game
- X. Committee Reports
 - A. Legislative – *Chairman Craig Paulek*
 - B. Education – *Chairman Jerome Hoynes*
 - C. Audit & Finance – *Treasurer Sheryl Crowley*
 - D. Public Relations – *Chairman Sherry Tite*
 - E. William Z. Ahrends Award – *Chairman Charles Levy*
 - F. Special Committees
 - i. Membership – *Clerk Delores Schelm*
 - ii. “110 Reasons it is Great to be a Clerk” – *Immediate Past President Beth Ann May*
 - iii. Township Clerk Certification Program – *Board*
 - G. Bylaws – *Chairmen Trish Stach and Linda Kroenlein*
 - H. Nominating – *Chairman Immediate Past President Beth Ann May*
- XI. New Business
 - A. Bylaws Revision Adoption – *Chairmen Trish Stach and Linda Kroenlein*
 - B. Elections – *Immediate Past President Beth Ann May*
- XII. Old Business
- XIII. Door Prizes and “the Pig” Drawing
- XIV. Adjournment

TOWNSHIP SUPERVISORS DIVISION

- I. Call to Order – *President, Susan Curtiss*
- II. Pledge of Allegiance – *Vice-President, Sherill Knorr*
- III. Roll Call & Correspondence – *Secretary, Amy Victor*
- IV. Approval of Minutes – *Secretary, Amy Victor*
- V. Treasurer’s Report & Approval – *Treasurer, Tina Davis*
- VI. President’s Report – *President, Susan Curtiss*
- VII. Committee Reports:
 - A. Executive Committee – *President, Susan Curtiss*
 - B. Legislative Committee – *Chair, Michael Young*
 - C. Nominating Committee – *David Dobbels*
 - D. Membership Committee – *Sherill Knorr*
 - E. Program Committee – *John Gardner*
 - F. GATI/Education Committee – *Susan Curtiss*
- VIII. Unfinished Business/Old Business
- IX. New Business



MIKE FOLEY
PRESIDENT, TRUSTEES DIVISION

2:45 p.m.

3:00 – 4:00 p.m.

- X. Ask the Supervisors Questions & Answers
- XI. Adjournment

TRUSTEES DIVISION

- I. Registration
- II. Call to Order and Welcome
Charles "Mike" Foley – Venice Township, Madison County
- III. Pledge of Allegiance
John Theobald – Joliet Township, Will County
- IV. Invocation
Rev. Percy L. Johnson, Waukegan Township Trustee
- V. Business Meeting
 - A. President's Report
 - B. Approval of Minutes of November 15, 2016 Meeting
 - C. Treasurer's Report
 - D. Election of Officers and Directors
- VI. Program: Question and Answer with a Township Lawyer
- VII. Door Prizes
- VIII. Adjourn

CASH PRIZE DRAWING

First Floor Level Outside Plaza G

A drawing for \$200 will be held outside Plaza G at 2:45 p.m. following the Division Meetings. Be certain to visit the TOI Booth (26–28) on Sunday or Monday to get your name included in the drawing. **Must be present to win!**

CLOSING SESSION AND BUSINESS MEETING

- Call to Order
Danny Hanning, TOI President/Huntsville Township Highway Commissioner
- Invocation
Rev. Percy L. Johnson, TOI Official Chaplain/Waukegan Township Trustee
- Pledge of Allegiance
Danny Hanning, TOI President/Huntsville Township Highway Commissioner
- Introduction of Division Presidents and Division Meeting Reports
- Association Report
Bryan E. Smith, TOI Executive Director
- Nominating Committee Report
Karen Reese, Newell Township Assessor/TOI Immed. Past Pres.
- Election of Directors
All members must show 2017–2018 Paid Dues Card to vote
- Presentation of Directors
- Swearing In of New Directors
- Adjournment of 2017 Conference

2017 TOI Annual Educational Conference Sponsors

Elite

Visit Springfield
TOIRMA
Illinois Funds

Gold

Allied Benefit Systems – MACI
Enbridge
Martin Equipment

Platinum

Township Officials of Cook County

Silver

Ancel Glink
Crowne Plaza Hotel

TOI Annual Educational Conference Exhibitors

- AITCOY
 - *Allied Benefit Systems, Inc.
 - Ameren Illinois
 - Clarke
 - *Dean W. Cass, Inc.
 - *Enbridge
 - *Gallagher Asphalt
 - GovDeals, Inc.
 - ITASCSC
 - IDOT Technology Transer Center
 - Illinois Assessors Association
 - Illinois Funds
 - Illinois Municipal Retirement Fund
 - IL Township Assn. of General Assistance Caseworkers
 - Illinois Township Trustees Association
 - Imprintable Memories, Inc.
 - Martin Equipment of Illinois, Inc.
 - Mid-West Truckers Association, Inc.
 - Prevention First – Alcohol Policy Resource Center
 - *Stonehugger Cemetery Restoration
 - TOIRMA
 - Township Highway Commissioners of Illinois
 - Township Officials of Illinois
 - Township Officials of Illinois Clerks Division
 - VisualGA.net
 - *Visual PAMSPRO
 - Waukegan Township
 - *Wm. Nobbe Co.
- *Associate Company Members**

UNDERAGE DRINKING is a serious public health problem in the United States. Alcohol is the most widely used substance of abuse among America's youth, and drinking by young people poses enormous health and safety risks.

According to the 2016 Illinois Youth Survey, in the past 30 days 25% of Illinois 10th graders and 41% of Illinois 12th graders used alcohol.

The consequences of underage drinking can affect everyone. We all feel the effects of the aggressive behavior, property damage, injuries, violence, and deaths that can result from underage drinking. This is not simply a problem for some families, or youth, it is a concern for communities throughout Illinois.

Whether young people drink and how much young people drink depends to a large extent on community norms and expectations about drinking. These norms and expectations emerge from and reflect the community alcohol landscape.

Often, communities take their alcohol landscape as a given and consider it unchangeable. But communities can create, change, or strengthen their own alcohol landscape by developing local alcohol policies to reduce underage drinking. Local governments can impact underage drinking and protect a community's general health, safety, and welfare.

The Prevention First Alcohol Policy Resource Center (APRC) is a new initiative in the state of Illinois and is funded by the Department of Human Services. The APRC will provide trainings, resources, tools, and technical assistance on evidence-based alcohol policy strategies to municipalities, local officials, law enforcement,

and community coalitions throughout Illinois. The APRC will assist communities as they begin to identify their alcohol landscape and look at policy strategy options available to reduce underage drinking.

We appreciate your time and feedback as we collaborate with communities to address underage drinking throughout Illinois. Your feedback is important to the Alcohol Policy Resource Center as we identify training and technical assistance needs related to alcohol policy. This survey will help inform

and identify content that will be added to the APRC website as well as content for trainings and resources available through the APRC.

This survey should be completed by individuals who perform services for a city or town and hold a municipal position, whether paid or unpaid, including full and part-time employees, elected officials, and volunteers.

The estimated time to complete this survey is 8 minutes.

<https://www.surveymonkey.com/r/APCSurvey2017>

Again, thank you for taking the time to complete this survey. We hope you will visit the Alcohol Policy Resource Center at www.prevention.org.

Please stop by the APRC exhibitor's booth at the Township Officials of Illinois conference in November! We are committed to helping communities reduce underage drinking.

Resources: National Institute on Alcohol Abuse and Alcoholism, Illinois Youth Survey, and the Office of Juvenile Justice and Delinquency Programs