



# Mental Health Wellness Checks for the Village of Oak Park's Police Department

**May 2020**

Proposal #20-001 Police Department



## 1. Cover Letter

Perspectives Ltd. is a national firm based in Chicago that services organizations and their employees. We dedicate all our resources to highly visible life enhancement, mental health and organizational services. We support management and leadership with consultation and interventions aimed at improving performance and overall wellbeing. Our goal is healthy and engaged workforces.

Perspectives is pleased to provide this proposal to the Village of Oak Park. As a partner to over 118 municipalities and government entities around Chicagoland, we understand the nature of the village's work and the importance of supporting your police department with the same high-quality service the village provides its residents and those you serve.

Since 2003, Perspectives has been the trusted provider of the Village of Oak Park's Employee Assistance Program (EAP) and Perspectives Organizational Consulting Group has facilitated multiple projects with the village focused on needs around leadership development, peer support for your police department, team dynamics, DOT training, mediation, and professional development.

All challenges and goals are different. Our solutions are based on your objectives and the village's strategies. The work is collaborative, and the outcomes are what count.

- *Bidder's Name:* Perspectives Ltd.
- *Date Bidder's Company Formed:* 1981
- *Bidder's Address:* 20 N Clark Street, Suite 2650, Chicago IL, 60602
- *Bidder's Contact Information:*
  - Name:* Jonathan Eisler
  - Title:* Vice President, Organizational Consulting and Business Development
  - Phone:* 312.636.6609
  - Email:* [jeisler@perspectivesltd.com](mailto:jeisler@perspectivesltd.com) (**preferred communication**)
  - Mailing Address:* 1737 W. Melrose St, Unit Rear  
Chicago IL, 60657

*Thank you* for the opportunity to submit this proposal and for the honor of being considered to further Perspectives' 17-year relationship with the Village of Oak Park.

A handwritten signature in black ink that reads "Jonathan Eisler".

**Jonathan Eisler, MBA, MAIOP, CPBA**

Vice President, Organizational Consulting and Business Development  
(312) 636-6609  
[JEisler@perspectivesltd.com](mailto:JEisler@perspectivesltd.com)

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## **3. Respondent Background**

- *Bidder's Name:* Perspectives, Ltd.
- *Date Bidder's Company Formed:* 1981
- *State of Incorporation:* Illinois
- *Bidder's Headquarters' Address:* 20 N Clark Street, Suite 2650, Chicago IL, 60602

Bidder's proposed staff and roles for this program:

- Designated Account Executive
  - *Name:* Jacquie Schuelke
  - *Title:* Director of Consulting Operations
  - *Length of Employment with Bidder:* 9 years
- Alternate Account Executive
  - *Name:* Taylor Venturini, Licensed Professional Counselor (LPC)
  - *Title:* Access Center Supervisor and Counselor
  - *Length of Employment with Bidder:* 2 years
- *Mental Health Service Providers that will Conduct the Annual Mental Health Checks*
  - *Name:* Taylor Venturini
    - *Licensure:* Licensed Professional Counselor (LPC)
    - *Title:* Access Center Supervisor and Counselor
    - *Length of Employment with Bidder:* 2 years
    - *Relevant Experience:* Taylor helped develop a similar program for the Village of Schiller Park's Fire Department and personally conducts all of the annual mental and behavioral assessments for the department's staff.
  - *Name:* Dennis Delfosse
    - *Licensure:* Licensed Clinical Professional Counselor (LCPC)
    - *Title:* Counselor, Clinician and Consultant
    - *Length of Employment with Bidder:* 15 years
    - *Relevant Experience:* Dennis has worked extensively with municipalities, developed and implemented multiple peer support programs for police departments and has provided counseling and therapy to hundreds of first responders.
  - *Name:* Loren Morris
    - *Licensure:* Licensed Clinical Professional Counselor (LCPC)
    - *Title:* Counselor
    - *Length of Employment with Bidder:* 5 years

- *Relevant Experience:* Loren has worked with a number of fire and police personnel around workplace stress, trauma and concerns around development of PTSD and compassion fatigue.

#### **4. Proposed Scope of Services**

Perspectives is well equipped to meet the requirements as set forth in the RFP and outlined below.

Perspectives is staffed with experienced therapists who possess the education, training, certification, licensure and a demonstrated ability to perform wellness and behavioral assessments.

Perspectives will provide one-on-one mental and behavioral wellness assessments facilitated by our mental health professionals for all sworn officers.

With our staff and multiple office locations, Perspectives will complete all assessment sessions within each contract year and provide ongoing attendance reports.

All conversations shared during the wellness checks will be confidential except when and where required by law.

Perspectives' will facilitate the assessment sessions at whichever of the below locations are most convenient for the officers.

- Oak Park Office  
1100 Lake Street  
Suite 155  
Oak Park, IL 60301
  - 1.9 miles from Oak Park's Village Hall
- Chicago Office  
20 N Clark St, suite 2650  
Chicago IL, 60602
  - 8.7 miles from Oak Park's Village Hall

Perspectives' experience has shown that our mental health wellness assessment programs proactively identify if, where and when behavioral and mental health support is needed by first responders. While police departments may require a physical, they typically do not require a mental health wellness assessment. This program would provide an opportunity for Oak Park's police officers to process any challenges or traumatic events they have faced, are currently facing or may experience in their career.

These assessments will be facilitated by Perspectives counselors that specialize in working with first responders. We understand that confidentiality is very important and will not disclose any information without a signed release of information. If a release of information is warranted and signed by an officer, information will only be disclosed to the individuals outlined on the release that the officer signed.

Assessments will be held at one of Perspectives' office locations outlined in this proposal and it is recommended to schedule the sessions with a window of time between them to reduce the risk of officers coming in contact with other officers leaving their session. This is important as officers have been known to become emotional during their session and we want to reduce the risk of such officers feeling vulnerable by coming into direct contact with a colleague while in this state following their session.

Perspectives' experience in conducting wellness assessments on first responders has shown the below to be areas that typically should be assessed on an annual basis:

- Substance use (as a coping mechanism due to trauma they may have experienced or been exposed to)
- Marital/family/relationship concerns in regard to communication
- Addictions and concerns with eating, such as overeating and gambling
- Open time for the officers to discuss anything such as any issues they want to touch on (personal or work related) or to discuss any events they were involved in that they want to process.
- Additional areas may be assessed by the counselor as requested by the Village of Oak Park.

At the beginning of each month, Perspectives' Account Executive for this program will inform the designated individual at the Village of Oak Park, typically the Chief of Police, who has completed their assessment in the month prior. If a different frequency of updates is desired by Oak Park, Perspectives is open to exploring this further.

The Perspectives counselor will make sure to provide referrals to the appropriate resources for the officers they are assessing, if clinically appropriate. As Perspectives also provides Oak Park's Employee Assistance Program (EAP), the assessed officers may continue counseling through their EAP benefit at no cost to them or the village (covered under current EAP agreement). If this is something an officer expresses interest in, the counselor will direct the officer on how best to utilize the EAP resources. Additionally, all officers have access to the wealth of online and telephonic resources provided via the EAP and usage of these resources will be recommended if and when appropriate.

## **5. *Proposed Schedule of Implementation***

Perspectives has a 17-year relationship with the Village of Oak Park which, when coupled with our experience and resources related to conducting wellness assessments for first responders, enables us to implement the program outlined herein in an efficient and seamless manner.

The recommended process would be as outlined below:

- ***Phase 1 - Setup***
  - Identifying who will be Perspectives' primary contact (program lead) at Oak Park for this program
  - Working with Oak Park to develop internal messaging and communication for the program
  - Aligning on workflow processes and responsibilities for both parties

- Reviewing officer's schedules and where they live to determine an annual calendar identifying which location is most convenient and when each officer will go through their required assessment to ensure each sworn officer goes through one (1) assessment every 12 months.
  - *Estimated time* – Two (2) weeks assuming access to and availability of village resources
- *Phase 2 – Implementation/Ongoing*
  - Perspectives' Account Executive and/or Oak Park's program lead will schedule the assessments to be completed each month at least two (2) weeks before the month begins.
  - Oak Park's program lead will inform and remind officers of their scheduled assessments and will update Perspectives' Account Executive, or the assigned counselor, if there are changes or reschedules required at least 48 hours in advance.
  - *Estimated time* – Immediately following *Phase 1*

## 6. References

- Pete Chiodo, Fire Chief, Village of Western Springs
  - *Program:* Perspectives helped design, develop and is currently facilitating annual mental and behavioral health assessments to the village's fire department personnel.
  - *Phone:* 847-671-8545
  - *Email:* [pchiodo@schillerparkil.us](mailto:pchiodo@schillerparkil.us)
- Ron Bongat, Detective Sargent, Village of Oak Park
  - *Program:* Perspectives helped the Village of Oak Park's Police Department design and implement a peer support program for its officers and continues training and supporting program volunteers on how to best support their colleagues during times of stress and/or trauma.
  - *Phone:* 773.793.8672
  - *Email:* [rbongat@oak-park.us](mailto:rbongat@oak-park.us)
- Matt Christenson, Detective Sargent, Village of Schaumburg
  - *Program:* Perspectives is working with the Village of Schaumburg's Police Department to design and implement a peer support program for its officers and will be training and supporting program volunteers on how to best support their colleagues and when/how to refer them to the best-fit support resources.
  - *Phone:* 847.636.1193
  - *Email:* [mchristenson@schaumburg.com](mailto:mchristenson@schaumburg.com)
- Felicia Labatore, Detective Sargent, City of Kenosha
  - *Program:* Perspectives helped the City of Kenosha's Police Department design and implement a peer support program for its officers and continues training and supporting program volunteers on how to best support their colleagues during times of stress and/or trauma.
  - *Phone:* 262.605.7925
  - *Email:* [fk400@kenoshapolice.com](mailto:fk400@kenoshapolice.com)

## 7. Cost Proposal

See Attachment I. Cost Proposal Form.

### **8. License to Provide Service in Illinois and Disclosures**

All of Perspectives' counselors, whether answering phones in our Call Center, conducting assessments or providing counseling, must have a minimum of a master's degree, state licensure and 5 years of experience. In addition, all of Perspectives' counselors have broad based experience in substance abuse, mental health assessments and family issues, and must also be skilled in the provision of problem-resolution counseling.

Perspectives has no litigation in the past five years relating to the performance of services.

### **9. Attachments**

*Following are completed executed originals of:*

- I. Cost Proposal Form
- II. Compliance Affidavit
- III. M/W/DBE Status
- IV. EEO Report





## Attachment I. Cost Proposal Form

A respondent shall state as part of its proposal a written description of its quality assurance method to be utilized to ensure proper indexing of all documents.

- Perspectives has strict quality assurance standards with respect to managing and monitoring service delivery by all of our team members. We also maintain strict adherence to laws and regulations about confidentiality and follow state and federal guidelines. This process is managed by our Clinical Quality Assurance Team (CQAT) which meets regularly to deal with i) review, qualifications checking and acceptance of applications for our clinical staff and network; ii) internal record review; iii) clinical supervision of staff/network; iv) adherence to our rigorous record-keeping and quality standards.

Provide cost proposal based on the proposed operations schedule under Section II in the space provided below:

*Phase 1 - Setup: \$1,200 (one-time fee)*

*Phase 2 - Implementation/Ongoing:*

- Assessments: \$180/hour\*

*Est Annual Fee (based on current count of 102 sworn officers):*

- Year one: \$19,560
- Subsequent years: \$18,360

*Billed monthly post-service delivery.*

*\*48-hour cancellation notice required to avoid incurring charges*



Proposal Signature: Jonathan Eisler

State of Illinois ), County of Cook )

Jonathan Eisler, being first duly sworn on oath deposes and says that the respondent for the above Proposal is organized as indicated below and that all statements herein made on behalf of such Consultant and that their deponent is authorized to make them, and also deposes and says that deponent has examined and carefully prepared their proposal from the Specifications and has checked the same in detail before submitting their Proposal; that the statements contained herein are true and correct.

The signature of the respondent authorizes the Village of Oak Park to verify references of business and credit at its option.

The signature of the respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Perspectives, LTD.

Organization Name  
(Seal - If Corporation)

By:

Jonathan Eisler  
Authorized Signature

Dated:

4/30/20

20 N Clark St, Suite 2650, Chicago IL, 60657

Address

312.252.7744

Telephone

JEisler@Perspectivesltd.com

E-mail

Subscribed and sworn to before me this

30 day of APRIL, 2020.

[Signature]  
Notary Public





## Attachment II. Compliance Affidavit

I, Jonathan Eisler being first duly sworn on oath depose and state as follows:  
(Print Name)

1. I am the (title) Vice President, Business Development of the Proposing Firm ("Firm") and am authorized to make the statements contained in this affidavit on behalf of the Firm.
2. The Firm is organized as indicated on Exhibit A to this Affidavit, entitled "Organization of Proposing Firm," which Exhibit is incorporated into this Affidavit as if fully set forth herein.
3. I have examined and carefully prepared this proposal based on the Request for Proposals and verified the facts contained in the proposal in detail before submitting it.
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option.
5. Neither the Firm nor its affiliates<sup>1</sup> are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to bid rigging and bid rotating, or Section 2-6-12 of the Oak Park Village Code related to "Proposing Requirements".
6. Neither the Firm nor its affiliates is barred from contracting with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the Village of Oak Park to recover all amounts paid to the Firm under the contract in a civil action.
7. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference.
8. All statements made in this Affidavit are true and correct.

Signature:  Printed Name Jonathan Eisler

Name of Business: Perspectives LTD Your Title: Vice President of Business Development

Business Address: 20 N Clark St, Suite 2650 Chicago IL, 60602  
(Number, Street, Suite #) (City, State & Zip)

<sup>1</sup> Affiliates means: (i) any subsidiary or parent of the bidding or contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the bidding or contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the bidding or contracting business entity.

Telephone: 312.252.7744 Fax: 312.558.1570 Web Address: www.perspectivesltd.com

Subscribed to and sworn before me this 30 day of APRIL, 2020.

  
Notary Public









Date: April 29, 2020

To: Proposal Evaluation Committee of the Village of Oak Park

As founder, President and sole officer of Perspectives, LTD., I Bernard Dyme, hereby authorize our Vice President of Organizational Consulting and Business Development, Jonathan Eisler, to act on behalf of Perspectives in submitting this Mental Health Professional – Wellness Checks proposal #20-001 to the Village of Oak Park. Jonathan Eisler is authorized to bind Perspectives to the terms set forth in the proposal and answer and technical, price and contract questions on behalf of our organization.

Regards,

A handwritten signature in black ink, reading "Bernard J. Dyme", written over a horizontal line.

Bernard Dyme, Founder/President/CEO

Perspectives, LTD.



## Attachment III. M/W/DBE Status

Please fill out their form completely. Failure to respond truthfully to any questions on their form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of proposal. An incomplete form will disqualify your proposal.

1. Vendor Name: Perspectives LTD
2. Check here if your firm is:  

<u>          </u>	Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
<u>          </u>	Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
<u>          </u>	Owned by a person with a disability (DBE) (A firm that is at least 51% owned)
<u>  x          </u>	None of the above

(Copies of all certification letters must be included)

3. What is the size of the firm's current stable work force?  

<u>  34          </u>	Number of full-time employees
<u>  22          </u>	Number of part-time employee

Signature: Jonathan Eisler

Date: April 29th, 2020



## Attachment IV. EEO Report

### EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. An incomplete form will disqualify your Bid.

An EEO-1 Report may be submitted in lieu of this report

Vendor Name Perspectives LTD

Total Employees 56

Job Categories	Total Employees	Total Males	Total Females	Males				Females				Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers	3	2	1									
Professionals												
Technicians	1	1					1					1
Sales Workers	2	2										
Office & Clerical	16	6	10	1	2		1				1	5
Semi-Skilled												
Laborers												
Service Workers	34	9	25				1	4	1		3	9
TOTAL												
Management Trainees												
Apprentices												

This completed and notarized report must accompany your Bid. It should be attached to your Affidavit of Compliance. Failure to include it with your Bid will be disqualify you from consideration.

Jonathan Eisler, being first duly sworn, deposes and says that he/she is the Vice President of Business Development  
 (Name of Person Making Affidavit) (Title or Officer)

of Perspectives, LTD. and that the above EEO Report information is true and accurate and is submitted with the intent that it be relied upon.

Subscribed and sworn to before me this 30 day of April, 2020.

[Signature]  
 (Signature)

04/30/2020  
 (Date)

