

**VILLAGE OF RIVER FOREST  
AGE-FRIENDLY AD HOC COMMITTEE  
WEDNESDAY, November 10, 2021**

A regular meeting of the Village of River Age Friendly Ad Hoc Committee was held on Wednesday, November 10, 2021 at 6:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:05 p.m. Upon roll call, the following persons were:

Present: Chairperson Respicio Vazquez, Daniel Lauber, Deborah Frederick, Lydia Manning, James Flanagan, Barbara Mirel  
Absent: Helen Kwan  
Also Present: Management Analyst Sara Phyfer and Management Analyst/Deputy Clerk Elijah Bebora

**2. PUBLIC COMMENT**

None.

**3. APPROVAL OF MEETING MINUTES**

Committee Member Flanagan made a motion, seconded by Committee Member Manning, to approve the October 13, 2021 meeting minutes.

Roll call:

Ayes: Chairperson Vazquez, Ron Sherman, Daniel Lauber, Deborah Frederick, Lydia Manning, James Flanagan, Barbara Mirel, Helen Kwan  
Absent: None  
Nays: None  
Motion Passes.

**4. COMMITTEE MEMBER UPDATES: DEMENTIA FRIENDLY RIVER FOREST (DFRF) AND AGE FRIENDLY COMMUNITIES COLLABORATIVE (AFCC)**

Committee Member Manning stated that Dementia Friendly River Forest will be conducting a training on November 15 at 10:30 at the Sheridan of River Forest. She stated that Participants will be awarded a certificate, and asked to sign an agreement to practice the best dementia procedures back to their place of business. She mentioned that the RSVP list has eight people. She commented that individuals who have a difficult time registering can email her and she will add them to the RSVP list.

Chairperson Vazquez stated he has not updates on the Dementia Friendly River Forest and Age Friendly Communities Collaborative.

## **5. UPDATE ON SURVEY MAILINGS**

Chairperson Vazquez requested Sara Phyfer and Elijah Bebora to provide a status update on the age friendly surveys and how many have so far been received.

Sara Phyfer stated that 335 individuals representing all age ranges were selected as part of the survey sample. She stated that pre survey letters were mailed out during the week of October 15. She commented that during the week of November 1, surveys with an enclosed return envelope were mailed to participants. She remarked that staff will mail postcard reminders the week of November 11.

Elijah Bebora stated that 13 surveys were submitted through Survey Monkey, 7 surveys were received by mail, and 8 surveys were returned as undeliverable.

Chairperson Vasquez stated that he would like frequent updates from Village Staff on the status of the surveys.

## **6. OLD BUSINESS**

### **a. Discussion Regarding Survey**

Chairperson Vasquez stated that the Village is looking to draft a request for proposal for a consultant. He encouraged the Committee to assist in developing the scope of services for a consultant. He stated that the Committee should consider presenting their ideas during next month's meeting. He stated he hopes to have all the survey responses by the end of December. He commented that he hopes to have the scope of services completed by the January Committee meeting.

## **7. NEW BUSINESS**

None.

## **8. NEXT MEETING: TO BE DETERMINED**

Sara Ppypher stated that she will email the Committee Members a Doodle Poll which will allow Committee Members to state which days they are available in December and January.

Chairperson Vasquez encouraged Committee Members to respond to the Doodle Poll stating their availability.

## **9. ADJOURNMENT**

Committee Member Lauber made a motion, seconded by Committee Member Flanagan to adjourn the meeting at 7:05 PM.

Roll call:

Ayes: Chairperson Vazquez, Ron Sherman, Deborah Frederick, Lydia Manning,  
James Flanagan, Barbara Mirel, Daniel Lauber

Absent: Helen Kwan

Nays: None

Motion Passes.

---

Elijah Bebora, Secretary