



THE FOREST VIEW

THE CITY OF LAKE FOREST

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Dear Employees:

Last newsletter we talked about what resolutions you were setting for yourself. Now, here are the City's **Resolutions for 2013**.

1. **Celebrate Core Purpose** – What business are we in? Our scope has grown, but resources are no longer there. We've been creative, but costs are going up faster than revenues. What is it that our residents are really looking for? We need to make sure that we are providing the services that our residents want and not just the services that are traditions or that we like.
2. **Model Politeness** – This is a discipline that compels civil behavior. We can best influence others' behavior by setting a proper example. Take the high road, and keep in mind that even the loudest complainers make valid points at times.
3. **Achieve with Enthusiasm** – Take pride in your accomplishments and realize that your enthusiasm is contagious. Don't just do something because it has always been done that way. Challenge yourself and find new and better ways to provide service to our residents – and embrace the positive feelings that go with great achievement! Hopefully, this is why we work here. Is it still fun?
4. **Limit Turnovers** – No one is perfect and all of us will make mistakes from time to time. Be thoughtful and think things through in order to limit problems, but don't become risk averse.

In 2013 let's celebrate our purpose, take great pride in what we do and perform our jobs to the highest extent possible. Whether acknowledged or not, people really depend on us and require our services in their daily lives. We do make a difference!

Birthdays...

Matt Neer	Library	3/31
Sherry Miller	Senior Resources	4/1
Lou Decker	PW - Streets/San	4/1
Joanne Yorro	CROYA	4/1
Bernard Pondexter	PW - Engineering	4/2
Yoni Garcia	PW - Streets/San	4/3
John Bardi	Fire	4/10
Dave DeMarco	PW - Fleet	4/13
Mary Jo Kutyna	Finance/IT	4/16
Marty Blitstein	Police	4/17
Mike Gernenz	PW - Streets/San	4/17
Rickey Parham	PW - Streets/San	4/18
Matt Wert	P&R - Parks/For	4/19
Carla Ward	Human Resources	4/20
Brian Verbeke	Police	4/20
John Baldwin	P&R - Parks/For	4/22
Rob January	P&R - Parks/For	4/23
Mary Good	Library	4/27
Joe Mobile	P&R - Rec	4/29
Mike Glomski	ComDev	5/1
Karl Walldorf	Police	5/1
Matt Goodman	ComDev	5/5
Ken Pierini	P&R - Rec	5/8
Anthony Anaszewicz	P&R - Rec	5/8
Sandy Ragsdale	P&R - Rec	5/9
Kevin Issel	Fire	5/12
Paul Petersen	ComDev	5/12
Mary Van Arsdale	P&R - Admin.	5/14
Charles Flesch	Police	5/14
Mike Hughes	Police	5/14
Mary Farwell	Library	5/16
Kate Parker	Library	5/19
Thai Jamieson	Police	5/19
Choosri Goebel	Library	5/20
Jamila Foster	Police	5/20
Scott Irish	ComDev	5/21
Sara Hartnett	Finance/IT	5/22
Andrew Thickpenny	PW - Streets/San	5/22
Ling Lee	Library	5/24

Growing Families

Tracy and **Josh Hucker** (ComDev) - Ruby Louise, February 6.

Katie and **Chris Roberts** (Fire) - Logan Michael, February 21.

Employee News



Kristen Skiston is the new Youth Worker at CROYA. She received her BA Degree from Aurora University in coaching and youth sport development with a minor in health.

Kristen has 1 brother and 2 sisters. Her hobbies include swimming, soccer, being with family and friends. She also enjoys hiking, running, biking and snowboarding. Welcome!!!

Congratulations!



Police Officer **Stephanie Bong** is sworn in by Mayor Schoenheider after completing the police academy.



Recently appointed Police Commanders are (l-r) **Mike Lange**, **Rick Anderson** and **Rob Copeland**.

Benefits Update

Deerpath Golf Employee Rates

The Parks & Recreation Department will again be offering City employees play privileges at Deerpath Golf Course. Any employee may utilize the golf course or the driving range during non-working hours, on a space-available basis, during unrestricted times at a special employee rate. Play an 18-hole / 9-hole round for a flat fee of \$25 / \$12.50 on the weekdays and \$30 / \$15 on the weekends & holidays, cart not included. Employees also receive a 50% discount on any size bucket of balls to use on the driving range.

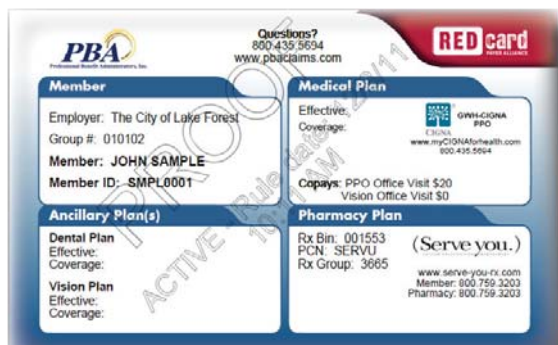
New this year, the Department will be offering a discount on seasonal memberships! City employees wishing to purchase a seasonal membership will receive a 40% discount off the appropriate seasonal membership class. This discount is only available for individual memberships and excludes Combo Class Membership. Please contact Rick Walrath at the Golf Course to make a reservation or with any questions.

New Medical Cards to be Issued



PBA will be sending out new ID cards soon because Cigna GWH changing their Payer ID that is on the existing ID cards. The original number will be shut down as of May, 2013.

PBA has been using the new payer ID for the past few months for new employees and replacement cards, but for everyone else, they will have the old Payer ID that is shutting down in May.



The Library's View

Anniversary

Administrative Librarian Kaye Grabbe celebrated her 25th anniversary with the Library this month. Kaye has overseen numerous projects, including the Children's Department renovation, the restoration of the Remisoff "Poets & Writers of Antiquity" murals and, most recently, the restoration of the original windows in this historic building. Congratulations!



Save the Date

Friends of Lake Forest Library will hold their annual Children's Book Sale in the library's foyer June 6, 7, and 8. Don't miss the large selection of used picture books, chapter books, and audiovisual materials. Bargain prices.

Closings

Lake Forest Library will be closed Sunday, March 30, for the Easter holiday. Normal hours resume Monday, April 1.

New Medical Cards cont'd

PBA will be shipping the new cards to Human Resources for distribution within the next two weeks which should allow plenty of time for everyone to get your new cards prior to the old Payer ID being shut down. At the time of distribution you should destroy your old cards to avoid confusion.

Currently, when a provider submits a claim electronically right now, they will get a notice about the new Payer ID, so there should be no interruption in claim payments. **Be on the lookout for your new cards!**



REVERSAL OF POSTURE EXERCISES IRMA



CHIN TUCK

Stand straight with head level. Place the web of your hand on your chin, gently pushing your head backwards. Attempt to make a "double chin." **Hold for 10 seconds.**



SHOULDER SIDE-BEND

Place one hand on shoulder to stabilize it. Drop ear toward opposite shoulder. **Hold position for 5 seconds and repeat on opposite side.**



SHRUG-BREATH

Inhale, cross arms, clench fists and shrug shoulders up toward the ceiling. Exhale slowly while pushing thumbs back and squeezing shoulder blades together. **Hold at the end for 5 seconds.**



OVERHEAD REACH

Lift arms overhead. Slowly pull your shoulder blades down and back, as if to put your elbows into your back pockets. **Hold for 5 seconds.**

ACCELERATE YOUR RECOVERY



FOREARM EXTENSION

Start with arm straight out at chest level, fingertips up. Use the opposite hand to grab the back of the outstretched hand, pulling it back toward you. **Hold for 5 seconds and repeat on opposite side.**



FOREARM FLEXION

Start with arm straight out at chest level, fingertips down. Make a fist. Use opposite hand to pull your wrist toward you. **Hold for 5 seconds and repeat on the opposite side.**



BACKWARD BEND

Place both hands toward the middle of the low back and push your hips forward, gently keeping the knees straight. Allow your back to arch and look up at the ceiling for **10 seconds**.



ANTERIOR REACH

With your elbows straight, clasp hands behind the back. Lift your hands away from your back. **Hold for 5 seconds.**



HAMSTRING FLEXIBILITY

Place heel on elevated step. Keep your head and chest up, hips back and slightly lean forward. **Hold for 5 seconds and repeat for opposite leg.**

GENERAL RULES

1. If you are currently being treated for an injury, please check with your physician first.
2. Perform at the beginning of the work shift, at breaks, and at the end of the shift.
3. Each Reversal of Posture position should be held for 10 seconds each or 5 seconds for each extremity.
4. Remember to perform Reversal of Posture positions slowly.
5. The "holding time" is as important as the motion.



News You Can Use

Social Security Announces New Online Services Available with a my Social Security Account

Michael J. Astrue, Commissioner of Social Security, today announced the agency is expanding the services available with a my *Social Security* account, a personalized online account that people can use beginning in their working years and continuing throughout the time they receive Social Security benefits. More than 60 million Social Security beneficiaries and Supplemental Security Income (SSI) recipients can now access their benefit verification letter, payment history, and earnings record instantly using their online account. Social Security beneficiaries also can change their address and start or change direct deposit information online.

“We are making it even easier for people to do their business with us from the comfort of their home, office, or library,” Commissioner Astrue said. “I encourage people of all ages to take advantage of our award-winning online services and check out the new features available through an online my Social Security account.”

Social Security beneficiaries and SSI recipients with a my Social Security account can go online and get an official benefit verification letter instantly. The benefit verification letter serves as proof of income to secure loans, mortgages and other housing, and state or local benefits. Additionally, people use the letter to prove current Medicare health insurance coverage, retirement or disability status, and age. People can print or save a customized letter.

Social Security processed nearly nine million requests for benefit verification letters in the past year. This new online service allows people to conduct business with Social Security without having to visit an office or make a phone call, and very often wait for a letter to arrive in the mail. It also will reduce the time spent by employees completing these requests and free them to focus on other workloads. People age 18 and older can sign up for an account

at www.socialsecurity.gov/myaccount. Once there, they must be able to provide information about themselves and answers to questions that only they are likely to know. After completing the secure verification process, people can create a my Social Security account with a unique user name and password to access their information.

People age 18 and older who are not receiving benefits can sign up for a my Social Security account to get a personalized online Social Security Statement. The online Statement provides eligible workers with secure and convenient access to their Social Security earnings and benefit information, and estimates of future benefits they can use to plan for their retirement. In addition, the portal also includes links to information about other online services, such as applications for retirement, disability and Medicare.

“Given our significantly reduced funding, we have to find innovative ways to continue to meet the needs of the American people without compromising service,” said Commissioner Astrue. “These new enhancements will allow us to provide faster service to more people in more places.”

For more information, please go to www.socialsecurity.gov/myaccount.

