

APPROVED
Village of Niles
General Government / IT Committee
Meeting Summary
January 17, 2018

The following Voting Persons were in attendance: Chair George D. Alpogianis, IT Director Bill Shaw and Cammy Fortuna. Staff present were: Hadley Skeffington-Vos, Katy Darr, Mitch Johnson, Ross Klicker, Kathy Thake, Marlene Victorine. One member from the media was present. Committee member Village Manager Steven Vinezeano was absent.

I. Call to Order

The meeting was called to order at 8:54 a.m. in Room 218 at the Niles Administration Building.

II. Approve Meeting Summary – December 6, 2017

Bill Shaw made a motion, seconded by Cammy Fortuna, to approve the summary of the December 6, 2017 meeting. On voice vote, all concurred.

III. Old Business

a. Village Online Store

Online store is operating and was promoted at the Holly Jolly event. The website page is live but no sales have occurred. Discussion of adding Cat's Meow items. Marlene brought in a towel and sign that were purchased at the local Niles Hallmark store as potential ideas for the online store. Ross will contact Hallmark for potential collaboration.

IV. New Business

a. Farm on Franks Update

Application process opened January 3rd and runs to March 2nd. All the information is on the Village's website. The garden is open April 1st for gardeners to start their season. Last year was a success and the Village is excited to move into its second season.

b. HUB Contract

Staff recommended a bid waiver for a one year contract with two renewal options for HUB, the Village's health insurance broker. Staff would renegotiate the contract as they did with Mesirov/Alliant and hope for a lower administrative fee. This would go to February's Finance Committee and Board Meeting as well for approval. If staff doesn't get the bid waiver, staff needs to go out to RFP now.

There was a motion to recommend a bid waiver for HUB's contract to the Finance Committee – Bill moved. Cammy seconded. On voice vote, all concurred.

c. Legal Updates

New FOIA software went live earlier this month and the link is live on the Village's website.

d. IT Project Updates

Finance and IT are training in the new financial software- Munis. EnerGov software for Community Development will start training and configuration next week. A change order for EnerGov may come to this Committee next month. Staff demonstrated new ticketing and court software last week and IT hopes to get it next year with the FY19 budget.

V. Open Discussion / Public Comment

Chairman Alpogianis requested that IT Director Bill Shaw look into a gadget for police officers to use in order to decipher if a driver's phone was utilized during the time of an accident or incident. The City of Chicago and possibly Arlington Heights are already utilizing those devices.

VI. Next Meeting

The next meeting is scheduled for Wednesday, February 14, 2018 at 8:45 a.m.

VII. Adjournment

Chair Alpogianis made a motion, seconded by Bill Shaw, to adjourn the meeting at 9:21 a.m. On voice vote, all concurred.