

**Village of Niles  
General Government / IT Committee  
Meeting Minutes  
February 12, 2020**

The following Voting Persons were in attendance: Chair Craig Niedermaier, Village Manager Steven Vinezeano, IT Director Bill Shaw, and Resident Jeff David. Staff present: Hadley Skeffington-Vos, Kathy Thake, Evangeline Alpogianis, Katie Schneider, Katy Darr, John Melaniphy, Danielle Grcic, Marlene Victorine, and Fred Braun.

**I. Call to Order**

The meeting was called to order at 9:06 a.m. in Room 218 at the Niles Administration Building by Chairman Craig Niedermaier. Roll was taken and all Voting Persons were in attendance.

**II. Approve Meeting Minutes – December 2, 2019**

IT Director Bill Shaw made a motion, seconded by Village Manager Steve Vinezeano, to approve the minutes of the December 02, 2019 meeting. On voice vote, all concurred.

**III. New Business**

- a. Ordinance Amending Chapter 10 Amusements and Entertainments, Article IV. Regulations for Licensees Operating Video Gaming Terminals  
Village Attorney Danielle Grcic explained how this ordinance would affect gaming licenses in Niles if it were passed. This ordinance would increase the number of video gaming cafes from four to seven, and simultaneously decrease the overall number of video gaming licenses in Niles. Therefore, although the number of video gaming cafes would increase, the number of facilities that hold video gaming licenses would be reduced by attrition. Trustee Niedermaier voiced his concerns about the number of existing video gaming licenses in Niles. Village Manager Steve Vinezeano asked staff to abstain from approving this ordinance, but supported bringing the ordinance to the Board for consideration. With a motion from Steve Vinezeano and a second from Resident Jeff David, the Committee agreed on voice vote to allow the ordinance to go to the Village Board.
- b. Results of Employee Survey (HR)  
Admin/H.R. Generalist Evangeline Alpogianis provided an overview of the results of the Human Resources Department's Employee Survey. Overall, employees are satisfied with their benefits and H.R. services and programs. The H.R. Department is using the survey results to guide changes and provide optimal services in the department, and the department plans to regularly administer this survey.
- c. Resolution Authorizing Participation in the ComEd Green Region Program for the Niles Golf Mill Park – Naturalized Stormwater Pond- Board Approval  
Deputy Village Manager Hadley Skeffington-Vos provided an outline of the ComEd Green Region Program as it relates to the Golf Mill Park Project. The Village has applied and been awarded this grant three times in the past. If

awarded the grant, the Village plans to use the funds for plantings around the retention basin at Golf Mill Park. This project is already budgeted for, and this grant would help to offset the costs. Bill Shaw made a motion to bring the resolution before the Village Board, and it was seconded by Trustee Niedermaier. On voice vote, all concurred.

- d. Purchasing of 12 Panasonic Toughbook Laptops for the Fire Department in the Amount of \$60,553.00- Board Approval  
IT Director Bill Shaw notified the Committee that the Fire Department's laptops are nearly seven years old and need to be replaced. The laptops have functions which are necessary for firefighters to complete their daily tasks, such as GPS for dispatches. With a motion from Bill Shaw and a second from Jeff David, the Committee agreed on voice vote to allow the purchase to go to the Village Board for approval.
- e. Purchasing of an Upgrade of VueWorks for Public Works in the Amount of \$38,430.60- Board Approval  
Bill Shaw provided an explanation of the VueWorks software and why it is an essential tool for the Public Works Department. The Village currently has a license for five users on VueWorks. This upgrade would include an increase in the user number to twenty five, a mobile app, a testing environment of VueWorks, and more. This upgrade will make Public Works' processes more efficient and will have a cost savings benefit. There was a motion to recommend the purchasing of the software upgrade – Bill moved. Trustee Niedermaier seconded. On voice vote, all concurred.
- f. Discussion of Purchasing the Web Portal for LaserFiche for \$13,292.25  
Bill Shaw notified the Committee that a PO has been created for the LaserFiche software, and staff are hoping to release the web portal soon. The web portal will allow page visitors to search public Village documents which will result in a great time saving for Village staff.
- g. Discussion of Training and Upgrade Implementation for ShoreTel Software to Replace Communicator for \$8,440.00  
ShoreTel, the phone and messaging system utilized by Village staff, is requiring the Village to upgrade their software. This upgrade will replace Communicator with a brand new set of tools. Bill Shaw is proposing the Village plans training beforehand to ensure all employees are prepared for the change.

#### IV. Open Discussion / Public Comment

None

#### V. Adjournment

On voice vote the meeting was adjourned at 10:07 a.m.

Drafted on March 6, 2020

Approved on 03/10/2020

Signed: Evangelina Alpoianis  
Evangelina Alpoianis, Admin/HR Generalist