

Village of Niles
General Government / IT Committee
Meeting Minutes
June 11, 2019

The following Voting Persons were in attendance: Chair John Jekot, Village Manager Steven Vinezeano, and IT Director Bill Shaw. Staff present: Hadley Skeffington-Vos, Mitch Johnson, Kathy Thake, Marlene Victorine, Kathryn Angell, and Evangeline Alpogianis. Committee member resident Cammy Fortuna was absent.

I. Call to Order

The meeting was called to order at 9:02 a.m. in Room 212 at the Niles Administration Building by Chairman John Jekot.

II. Approve Meeting Minutes – May 14, 2019

Bill Shaw made a motion, seconded by Steve Vinezeano, to approve the minutes of the May 14, 2019 meeting. On voice vote, all concurred.

III. New Business

a. Approval of Annual Amendments to the Employee Handbook

Deputy Village Manager Hadley Skeffington-Vos requested the removal of the Village Manager's signature from the tuition reimbursement form. This would expedite the process of reimbursing employees for continued education. Bill Shaw motioned, seconded by Steve Vinezeano, to bring to the Board for approval.

b. Request for Board Approval of Resolution Authorizing a Bid Waiver and a New Small Government Enterprise Agreement with ESRI for software Licensing in the Amount of \$89,270.73 (\$24,590.73 in FY20, \$26,590 in FY21, \$38,000 in FY22).

IT Director Bill Shaw explained to the Committee the Village's current process for purchasing licenses. As the number of licenses have grown over the years, it would now save the Village nearly \$20,000 to have an agreement instead of purchasing them a la carte. With a motion from Steve Vinezeano and a second from Bill Shaw, the Committee agreed on voice vote to allow the bid waiver and agreement to go to the Village Board.

c. Authorized IMRF Agent

Hadley Skeffington-Vos requested the approval to make Senior H.R. Manager Joana Ardelean the Authorized IMRF Agent for the Village.

IV. Open Discussion / Public Comment

The Committee decided the next General Government/IT Committee meeting will be held on Tuesday July 9, 2019 at 9 a.m.

V. Adjournment

On voice vote the meeting was adjourned at 9:18 a.m.

Drafted on June 18, 2019

Approved on 7/9/2019

Signed: Evangelina Alpoqianis
Evangelina Alpoqianis, Admin/HR Generalist