

**Village of Niles
General Government / IT Committee
Meeting Minutes
July 10, 2018**

The following General Government Voting Persons were in attendance: Committee Chair John Jekot, Village Manager Steve Vinezeano, IT Director Bill Shaw and Resident Cammy Fortuna. Staff present: Steve Cusick, Katy Darr, Mitch Johnson, Marlene Victorine, Ross Klicker, Evangeline Alpogianis, Kathy Thake, Hadley Skeffington-Vos, Kathryn Angell and Katie Schneider. Guests: Rajeev Khanna, M.D., Medical Director of CompCorePro.

I. Call to Order

The meeting was called to order at 9:02 a.m. in Room 218 at the Niles Administration Building by Chairman John Jekot.

II. Approve Meeting Summary – May 9, 2018 and June 19, 2018

Steve Vinezeano made a motion, seconded by Bill Shaw to approve meeting summaries for May 9 and June 19, 2018. On voice vote, all concurred.

III. New Business.

a. CompCorePro Presentation

Dr. Rajeev Khanna was introduced by the HR Department for a presentation of his company and how it will benefit the Village and Employees regarding workers compensation claims. Motion made by Bill Shaw, seconded by Cammy Fortuna to send contract to Village Board. On voice vote, all concurred.

b. Commercial Recycling Survey Results

Management Analyst Evangeline Alpogianis presented the results of the Commercial Recycling Program Survey. The survey questions were discussed and approved by the committee. Ms. Alpogianis stated that overall the Village received positive comments regarding the program with Groot Industries.

c. Discussion of Proposed Employee Handbook Changes

Deputy Village Manager Hadley Skeffington-Vos introduced annual updates to the Employee Handbook. The changes are housekeeping in nature and were brought about because of the software upgrade HR and Payroll are rolling out. Steve Cusick of the IT department provided clarifying information of the importance of the update to properly utilize the new software. A motion was made by Bill Shaw and seconded by Steve Vinezeano. On voice vote all concurred, to have the handbook changes presented to the Village Board for final approval.

d. IT Project Updates

IT Director Bill Shaw provided an update on the Tyler Incode and Brazos Software Agreement. The agreement was approved by the Public Safety Committee.

Next was an agreement with Comcast for Fiber Network and Internet Service. Bill Shaw and Kathy Thake worked with Comcast to work out this agreement to provide internet connection at a cost effective price for the Village. Steve Vinezeano made a motion, seconded by Cammy Fortune to send the agreement the Village Board for final approval. On voice vote all concurred.

IV. Open Discussion / Public Comment

None

V. Adjournment

On voice vote the meeting was adjourned at 10:04 a.m.

Drafted on August 10, 2018

Approved on 8/14/18

Signed: 
Kathryn Angell, Deputy Village Clerk