

**Village of Niles**  
**General Government / IT Committee**  
**Meeting Minutes**  
**October 09, 2019**

The following Voting Persons were in attendance: Chair Craig Niedermaier, Village Manager Steven Vinezeano, IT Director Bill Shaw, and Resident Jeff David. Staff present: Kathy Thake, Mitch Johnson, Evangeline Alpogianis, Katie Schneider, Kathryn Angell, Marlene Victorine, and Joana Ardelean. Guests present: John Loumbardias of Synergy Power Solutions.

**I. Call to Order**

The meeting was called to order at 9:04 a.m. in Room 218 at the Niles Administration Building by Chairman Craig Niedermaier.

**II. Approve Meeting Minutes – August 13, 2019**

IT Director Bill Shaw made a motion, seconded by Trustee Craig Niedermaier, to approve the minutes of the August 13, 2019 meeting. On voice vote, all concurred.

**III. New Business**

- a. Direct Energy Business, LLC Contract for Streetlights and Water Pumps  
John Loumbardias of Synergy Power Solutions presented to the Committee a 24-month renewal contract with Direct Energy for the Village's streetlight and water pumping energy accounts, which could save the Village up to \$28,439.20. These are the sole Village electrical accounts that are eligible for aggregation contracts, as all other Village accounts are covered under ComEd's ordinance consideration for reduced rates. The Committee recommended to the Board a 24-month contract renewal with Direct Energy.
- b. Veterans, Service Members and Family Resources Update  
Community Engagement Coordinator Katie Schneider updated the Committee on the veteran initiatives she and the Family Services Department are developing, including a Village webpage that will focus on improved communication with veterans and service members through updated messaging. Family Services Department employees are also receiving training for veteran work.
- c. Honorary Street Names  
Katie Schneider notified the Committee that the interactive story map project is on hold until necessary software updates are complete.
- d. Proposed Resident Emergency Notification System- Rave Alert  
Communications and Multimedia Coordinator Mitch Johnson presented to the Committee the new reverse 9-1-1 software the Village is utilizing, Rave Alert. This software is more cost-effective than our previous service, as it offers an unlimited use model. The previous service charged the Village per call; however, Rave Alert will allow the Village to send unlimited text alerts and calls to residents for a fixed annual cost. Residents will also have the option to subscribe to specific alerts that the Village sets up.
- e. Employee Leasing Agreement with GovHR for the position of Interim Economic Development and Marketing Coordinator- Cindy Klima effective 10/1/2019

Interim Economic Development and Marketing Coordinator, Cindy Klima, has a four month agreement, which may be extended if necessary. Senior H.R. Manager Joana Ardelean notified the Committee the Human Resources Department and the Village Manager are updating the job description for this position, and the opening will be posted to a list of job boards once the job description and announcement are finalized.

**IV. Open Discussion / Public Comment**

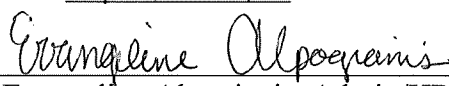
- a. The Village is implementing a software called “See, Click, Fix,” which will allow residents to report issues to the Village, then those reports will funnel to the proper departments to address and resolve them. There will be a demonstration of the Village interface at Village Hall in November.
- b. PageFreezer, a social media archiving software, was recently implemented. This software captures and archives the Village’s social media content.
- c. The Village recently replaced an in-house video streaming system with a new online streaming system for Niles TV. This has expedited the workflow of adding Board Meeting videos to the website. The new system is also compatible with mobile devices.
- d. Trustee Craig Niedermaier voiced his concern about residents utilizing Facebook Live to share false information. The Committee discussed ways in which the Village can promote safe incident reporting and will share this concern with the Public Safety Committee.
- e. Two companies were interviewed for hire to conduct a facility assessment of the Niles Historical Society.

**V. Adjournment**

On voice vote the meeting was adjourned at 10:22 a.m.

Drafted on October 21, 2019

Approved on 11/05/2019

Signed:   
Evangeline Alpogianis, Admin/HR Generalist