

Agenda & Minutes  
CIVIC INFORMATION SYSTEMS COMMISSION  
March 12, 2015  
7:00 p.m.  
Village Hall – Room 215

**Present:** Commission Members John Shuler, Victoria Boylan, Leslie Boehms, Marty Johnstone, and David Gulbransen (and perspective member Blagica Botigliero)

**Village of Oak Park Liaisons:** Alvin Nepomuceno, David Powers

**1. Call to Order: Welcome and Introductions**

**2. Approval of Old Minutes**

Approved.

**3. Old Business**

- A. Cable Contract. The cable contract is still under review by the lawyers, but a Comcast response is anticipated within a week or so.
- B. Preservation of Records. Project continues, there is now an effort to see about going back to archive paper and microfiche records.
- C. May Meeting. Discussion of efforts to make the May meeting on-line via cable and the Internet. Chair Shuler recapped his meeting with the Village Manager.

We are currently trying to schedule a room with the proper technology. The May meeting will serve as a template for the Board and other Commissions to hold meetings with “on-line” participation. There is some question about how to deal with public comments. There may be some editing/moderation of public comments in order to keep them on-topic. Need to investigate using Facebook or Twitter for the public to comment. The Commission itself cannot communicate on-line, but must discuss in open for compliance with the Open Meeting Act.

The board is currently using a digital agenda system, which David Powers notes may “trickle down” to the Commissions. The Village Manager is on-board for a test, but would like the proposal to be sharpened for presentation to the Board for review. The Commission needs to keep our Board liaison, Adam Salzman.

**4. New Business**

- A. Citizen Engagement Initiative. The proposal is based on building blocks; April meeting will be to discuss logistics and the May meeting will be the pilot. CISC “collaboration site” will function as the central point for the dissemination of agenda, comments, etc.

Is it okay to have a brief project description? David Powers thinks that should not be a problem, noting that these types of project descriptions exist elsewhere on the website. Chair Shuler is concerned about this being the first time that these are collectively groups as IT projects/issues. Comm. Gulbransen suggests that the description can be brief—just to let people know what the various technology projects *are*. Alvin Nepomuceno also suggests spelling out the CISC and what we do. Chair Shuler notes that the end-game is to serve as an example to other Commissions, “See what you can do?”

Chair Shuler will seek board approval and describe the May meeting concept and changes to the website. Comms. Boehms and Johnstone will send an updated proposal to Shuler so that he can review and present it to the Board by 3/16 via our liaison, Adam Salzman.

- B. Survey. Should it be launched with the webpage? Chair Shuler thinks that is a good idea as a next step to see what kind of interaction citizens want. David Powers notes that the survey is easy to implement. Shuler proposes to review the survey for the April meeting. Commissioners should send feedback to Comms. Boehms and Johnstone, for a target launch in mid-April.

5. **Public Comment** – None

6. **Adjourn.**

**Next meeting: April 9, 2015**