



Minutes

Civic Information Systems Commission

Date

7 to 9 p.m.

Village Hall – Room 215

1. Call to Order
2. Roll Call
 - a. Present: David Baker, Beth Bannor, Blagica Bottigliero, David Gulbransen, Brent Kolasinski
 - b. Absent: Bryan Boehm, Nishant George
 - c. Village: Alvin Nepomuceno, David Powers
3. Agenda Approval
4. Review/Approval of Minutes
5. Welcome and Introductions
6. Old Business
 - a. Cable Contract Update
 - i. No new updates on the contract
 - ii. Over \$1M in revenue in franchise fees currently collected
 - b. ERP Project Update
 - i. Project is moving along. Work is currently being done with the vendor.
 - ii. Alvin's suggestion is that focus should be on user experience of the application
 - iii. Working to integrate with another vendor for the service request system
 - c. CityView Update
 - i. Updates to the system are continuing, but work is moving along per Alvin
 - d. Gigabit Community Updates
 - i. Google fiber is out of the picture, as they are no longer expanding to new service areas, and are laying off staff
 - ii. Chattanooga has been restricted from expanding outside of their service area due to the Tennessee legislature.
 - iii. Comcast has started offering 1Gbps service in parts of the Village over existing cable (not fiber)
 - e. Citizens IT Survey
 - i. Questions for the survey are done, CISC commissioners Blagica and Nishant are continuing work to categorize and sort them.



- ii. Discussion on how the questions would be delivered, which date they would be delivered, and the timeframe for the survey continued.
- iii. Agreed to post the survey on the oak-park.us website. Blagica will work with David Powers from the village to do this. Survey Monkey will be used.
- iv. Survey will be available online for 1 month
- v. Commission agreed that printing information about the survey on the OP/FYI newsletter would bring more exposure. Because of this, the survey will be released in the January newsletter, along with being launched on the website in January.

7. New Business

a. Review of Village IT Strategic Plan

- i. Discussed the current status of projects that will be happening over the next quarter.
- ii. Discussed priorities for IT projects that will go into the next year. The large visibility items are:
 - 1. LaserFische for village document management
 - 2. Mobile Police Computers
 - 3. Video surveillance project
- iii. CISCs involvement in the plan is to help promote high visibility items and provide feedback to Alvin and the Village Board on the benefits of the projects.
- iv. Discussed how we will be providing input throughout the year on prioritization of the projects in the plan.
- v. Discussed the current plans going forward with D97, D200, and the Park District regarding the development and investment in a village wide fiber network.

b. Overview of Village Existing Network

- i. Alvin shared high level thoughts regarding the proposed fiber network. Current thoughts are to develop a phased ring over 3 years.
 - 1. Goal 1: Get as close as possible with the main ring to village government, park district, and school district buildings
 - 2. Goal 2: Have the ring traverse through business districts in the village
 - 3. Goal 3: Build spurs off the ring where needed to service nearby buildings / business districts
- ii. Comcast quoted Alvin \$100K/year to hook up village government buildings with 1Gbps fiber
- iii. Discussed how the current overlay of existing fiber in the village does not meet the village's needs, as it was not designed specifically for the village's use.
- iv. Discussed how CISC can continue to stress the importance of having a fiber network built to the Village Board and President

c. Work Plan



- i. IT Survey – on target
- ii. Gigabit Community – moving forward as providers open up options in the village. Focus needs to move towards how we can make this more affordable for our community
- iii. Government Access and Outreach – Need to reinvestigate this year
 - 1. Line item for expenses was added to facilitate purchase of trials of any software needed
 - 2. Software needs to be compliant with the open meetings act
- iv. Village Fiber Network – Moving forward
 - 1. Line item was put in place to stress the importance of hiring a consultant to provide design recommendations
- v. IT Strategic Plan – CISC will continue to review throughout the year

8. Public Comment

9. Adjourn

Next Meeting: Thursday, December 8, 2016