



Meeting Minutes
Civic Information Systems Commission (CISC)
May 9, 2019, 7:00 p.m.
Village Hall – Room 102

1. Call to Order

The meeting was called to order by Interim Chair David Baker at 7:07 p.m.

2. Roll Call

Present: Commissioners Carl Urness, Matthew Knight, Brian Turnbull, and Interim Chair David Baker

Absent: Commissioners Sharon Newton and Cory Wesley

Also present: IT Director Alvin Nepomuceno

3. Agenda Approval

Commissioner Knight motioned to approve the agenda for May 9, 2019. The motion was seconded by Commissioner Urness. A voice vote was taken and the motion was approved unanimously.

4. Review/Approval of Minutes

Commissioner Urness motioned to approve the minutes from April 17, 2019. The motion was seconded by Commissioner Knight. A voice vote was taken and the motion was approved unanimously.

5. Old Business

a. Cable Contract Updates – item tabled.

b. ERP Project Update

IT Director Alvin Nepomuceno provided an update on the intension for ERP to be utilized with regard to on-line renewal and payment of vehicle license stickers and permits through Passport software. Mr. Nepomuceno responded to questions on how the data provided assists parking enforcement officers with identifying cars that have not paid for parking, purchased the necessary permits, and/or vehicle license stickers.

c. CityView/VillageView Update

Mr. Nepomuceno updated members of CISC on how business owners and residents can now register surveillance equipment. Mr. Nepomuceno shared that VillageView is constantly being evaluated for how its uses can be maximized as a core system within municipal government. Additionally, Village staff is currently reviewing the Intergovernmental Agreement (IGA) with D97 for the Fiber project previously discussed. CISC's memo regarding their recommendation for the Fiber project will be part of a complete packet to the Village Board when all relevant information is complete and the item is on a Board agenda.

d. Laserfiche Update

Mr. Nepomuceno updated members of CISC on Freedom of Information Act (FOIA) updates that will allow staff more flexibility to redirect FOIA requests to



different and/or multiple Village departments. FOIA requests are processed utilizing Laserfiche as a workflow system.

- e. Police Department Tour Follow Up- from 9/2018 meeting
Interim Chair Baker requested clarification on whether a tour of the Police Department is still needed. Mr. Nepomuceno confirmed that the Chief would welcome CISC to schedule a tour of the current Police Department to assist with evaluating the facility as volunteer members of the community. Members of CISC suggested scheduling a tour on a Tuesday or Wednesday night, starting at 6:30pm, with a desired two week notice.

6. New Business

- a. Core Data Maintenance and Privacy / Smart Cities Initiative
Members of CISC commented on their understanding of Smart Cities privacy initiative. Their feeling is that it focused heavily on privacy concerns regarding the “Freedom of Information Act”. Further discussion resulted in the need to identify practical policies used by other municipalities that serve a defined purpose. It was generally agreed that the Village should only collect private information that is needed and only keep it as long as necessary. Interim Chair Baker commented that he does like the idea of an open portal for analyzing aggregate data. Mr. Nepomuceno would like to have a privacy policy regarding data collection that will offer guidelines for what information is collected, how, and for what purpose. CISC will research suggestions for contributing to developing a data collection privacy policy.
- b. Cable Franchise Discussion
The current Comcast contract was provided to members of CISC before the meeting to better understand what discussion is needed regarding this agenda item. Interim Chair Baker provided some history on this topic and typical challenges that exist when negotiating with an internet provider for a municipality. Mr. Baker tabled this agenda item for when Communications Director David Powers can be present.
- c. 5G in Oak Park
Interim Chair David Baker shared a perspective that he has heard comparing Lifi versus 5G. The perspective shared is that Live5 might be worth investigating as an option. Oak Park’s challenge is that they have very few cell towers.
- d. 2017 Resident Interview Survey Revisit
Interim Chair Baker provided a summary of takeaways from the 2017 resident survey in an attempt to better understand the results and determine the need for more information. Discussion suggested the goal would be to offer better options for faster internet but it is unclear how much the municipality can do to achieve that goal.
- e. Village-Wide Fiber/ISP Revisit
Interim Chair Baker suggested this item be tabled for a future meeting after past history of this agenda item can be shared with current members. The item was tabled.



7. Adjourn

Commissioner Turnbull motioned to adjourn. Commissioner Urness seconded the motion. Interim Chair Baker adjourned the meeting at 8:55 p.m.

Next Scheduled Meeting: June 13, 2019