



**Meeting Minutes**  
**Civic Information Systems Commission (CISC)**  
**Thursday, July 14, 2022 at 7:00 P.M.**  
**Remote Participation**

**1) Call to Order**

The meeting was called to order by Chair David Baker at 7:04 p.m.

**2) Roll Call**

Present: Commissioners Cozza, Newton, Ptacek, Wesley, and Chair David Baker

Absent: Commissioner Balu

Also Present: IT Director Alvin Nepomuceno, Interim Director of Communications Erik Jacobsen, and 3 Representatives from Granicus: Cassidy Svetek, Bill Marshall, and Jake Sager.

**3) Approval of Agenda**

Chair Baker moved that Old Business be discussed before New Business because of the presentation from the Granicus representatives. Commissioner Wesley motioned to approve the revised agenda for July 14, 2022. The motion was seconded by Commissioner Cozza. A voice vote was taken and the motion was approved unanimously.

**4) Approval of meeting minutes from June 10, 2022**

Commissioner Ptacek motioned to approve the meeting minutes for June 10, 2022. The motion was seconded by Commissioner Wesley. A voice vote was taken and the motion was approved unanimously.

**5) Public Comment**

There were no Public Comments.

Chair Baker read into the record a statement that the Village President has determined that an in-person public hearing is not practical or prudent due to the COVID-19 outbreak during Governor Pritzker's current disaster proclamation. It is also not feasible to have a person present at the public hearing due to the safety concern related to the COVID-19 outbreak.

**6) New Business:**

**a) Flock ALPR Cameras - Updates**

Chair Baker updated the Commission regarding his sending of a memo of unanimous CISC concerns to Village Manager Jackson, and Interim Chief Johnson. Chair Baker stated that IC Johnson informed CPOC at their June meeting that OPPD wouldn't be able to restrict data access to other towns. Commissioners Ptacek and Wesley voiced several concerns



**Meeting Minutes**  
**Civic Information Systems Commission (CISC)**  
**Thursday, July 14, 2022 at 7:00 P.M.**  
**Remote Participation**

regarding other towns having access to Oak Park Flock data, and for what purposes they were using our data. It was suggested that other municipalities should sign off on Oak Park restrictions for data access. Chair Baker recalled that IC Johnson mentioned at the last CPOC meeting that the system was due to go live in 3 weeks, and that the OPPD would engage commissions one final time after the revised general order was submitted to both commissions. Chair Baker also proposed a joint CISC/CPOC meeting with Chair Pepper of CPOC.

**b) Call for UIC MPA/MPP Fall 2022 Capstone Proposals**

Chair Baker gave the Commission a recap of the rejection of the original application to study smart cities projects in the village submitted late in 2021. Chair Baker asked the Commission if CISC should reapply for the program, touting it as a win-win for the village and UIC students. He suggested rewording the new application slightly to appeal to the current interests of UIC students. Commissioner Newton expressed a concern regarding who would be the point of contact for this project. Chair Baker would reach out to the Village Manager regarding any staff recommendations related to applying for this program. IT Director Nepomuceno reminded everyone that monthly GIS meetings were being conducted with department heads to study how data can become more real-time so all departments could share and make better use of it. This could be included as part of UIC's research. The commission, overall, was in favor of re-submitting an application for the Fall.

**7) Old Business –**

**a) VOP Website Plan and Updates**

Interim Communications Director Erik Jacobsen gave an update about the Granicus website re-design, 311 system, and citizen engagement platform. Mr. Jacobsen informed the Commission that the presentation that would be given tonight by Granicus would also be presented at the July 25<sup>th</sup> Village Board meeting. Members from Granicus demonstrated a potential new website layout for the village along with resident engagement features throughout the user experience. Interim Communications Director Jacobsen stated that license fees paid by the village would allow upgrades as new options become available. Commissioner Cozza asked about mobile web features. Members of Granicus mentioned that the new site would be mobile responsive to adjust the layout to a user's device. Commissioner Ptacek asked about any metrics regarding user access of feature. Chair Baker asked about what would happen to the Village's CityView portal. IT Director Nepomuceno said the new platform would run concurrently with CityView, as CityView is not a 311 system designed to address issues in the village right of way. The 311 system would replace an outdated Microsoft Access database used by Public Works. Interim Communications Director Jacobsen said the project would enhance customization of features to residents, and allow moving beyond PDF's. Commissioner Ptacek was concerned about how online forums and public comments would be addressed. The Granicus team spoke about a human moderation feature of the platform that was unique to Granicus and distinct from social media. It was suggested that social media could be used to drive traffic to the website. Chair Baker inquired about any potential tie-ins of this project to smart cities. Granicus mentioned that API's could be used to push/pull content into digital signage, or be leveraged into mobile apps. Commissioner Cozza inquired about any



**Meeting Minutes**  
**Civic Information Systems Commission (CISC)**  
**Thursday, July 14, 2022 at 7:00 P.M.**  
**Remote Participation**

accessibility for people with disabilities. Granicus referred to the accessibility standards available with their project. Chair Baker inquired if staff was seeking a motion from CISC regarding the project. Interim Communications Director Jacobsen stated that staff was intending to give the same presentation to the Board as a study session on July 25. Granicus summarized initial and outyear costs for the project. A collective purchasing agreement used by municipalities would allow for more favorable pricing. Granicus also stated the modules were cloud based, and it typically would take 7 to 11 months to complete a project of this scope. Chair Baker informed the Commission that if they had any other concerns or issues to send it to him, and he would forward it to the Board and staff.

**b) Cable provider Contract Updates**

Chair Baker said that he touched base with Village Attorney Paul Stephanides about this. There was no update. Chair Baker expressed disappointment that there was no update to the village's contract with Comcast for at least 6 years, and that this is an issue that is part of the CISC founding document's scope. The commission discussed what any potential harm could come to the village without having a Comcast contract. Commissioner Wesley inquired about Oak Park's ability to revoke Comcast's access to the village right of way, and what revenue if any was being left on the table without a signed agreement. Chair Baker said he would continue to check in with Attorney Stephanides for updates and information.

**8) Adjourn**

Commissioner Wesley motioned to Adjourn the meeting. The motion was seconded by Commissioner Newton. A roll vote was taken and the motion was approved unanimously. Chair Baker adjourned the meeting at 9:10 PM.

NEXT MEETING: TBD