1) Call to Order

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

2) Roll Call

Present: Commissioners Cozza, Ewing (arrived at 7:11 p.m.), Newton, Ptacek, and Chair David Baker

Absent: Commissioner Vander Berg

Also Present: Director of Communications Dan Yopchick, IT Director Alvin Nepomuceno, IT Operations Manager Tom Kilikevicius, CIC Liaison Ronald Elling

3) Approval of Agenda

Commissioner Newton motioned to approve the agenda for April 13, 2023. The motion was seconded by Commissioner Cozza. A voice vote was taken and the motion was approved unanimously.

4) Approval of meeting minutes from March 9, 2023

Commissioner Newton motioned to approve the meeting minutes for March 9, 2023. The motion was seconded by Commissioner Ptacek. A voice vote was taken and the motion was approved unanimously. Commissioner Cozza abstained due to his absence from the March meeting.

5) Public Comment

There was no public comment. CIC liaison Ron Elling introduced himself and applauded the work of the commission. He talked about his recruitment duties for the CISC and discussed possible ways CISC commissioners could help.

6) Chair Report:

Chair Baker informed everyone that the Village has a Capstone project to study smart cities with IIT Stuart School of Business. Logistics will be worked out in the coming weeks for the summer research project. Commissioner Newton suggested presenting the Capstone team with a PowerPoint presentation with an outline for the study. Chair Baker said he would make contact with the professor for timeline details as summer approaches. Communications Director Yopchick clarified that new Board goals may get pushed back to August this year to reflect new Board priorities.

Chair Baker mentioned that Trustee Parakkat is still trustee liaison to the CISC, after a misunderstanding was cleared up with the Village Clerk's office regarding mention of Trustee Wesley being the new CISC liaison.

Chair Baker is trying to get Next Century Cities to speak to the commission regarding ideas on how to implement municipal broadband and how to scale out fast, reliable and inexpensive internet in Oak Park. NCC is a non-profit "think tank" that advocates for member communities on the federal level to provide better and competitive internet to residents.

7)   New Business:

a) Open Data – Recommendations for FY24 Budget and FY23 Procedures

Chair Baker wished to clarify the March motion wording to understand if CISC was recommending acquiring an open data platform in 2024 after renewed staff research was done on this topic. Commissioner Ptacek was accepting of a motion with clearer wording to clarify that money should be appropriated in 2024.   A discussion was initiated on how to best move forward with the process of staff research on platforms and actual budget appropriations. IT Director Nepomuceno clarified that the typical process for these types of projects is usually funding is secured in the budget first so staff time won't be wasted in researching a solution should budget dollars ultimately not get Board approved. A history of the original RFP from 2020 was discussed, along with concerns about whether an open data policy should come first before making any further recommendations. The CISC felt most comfortable with a process of first recommending the Board commit to an open data policy, with CISC providing information in support of that policy, followed by posting machine-readable data where feasible, i.e. on the website, followed by a recommendation that the Board commit to having all village data, subject to some limitations, available in an accessible format. The latter directive could look like an open data portal.

The commission also amended the motion made in March to " recommend that staff review the previous RFP and previous work that was done with open data systems, and initiate the process of building a new decision process for open data systems that we **may acquire** in 2024". The amended motion was made by Commissioner Ptacek and seconded by Commissioner Ewing. A voice vote was taken and the motion was unanimously approved.

b) Internet Equity in Oak Park, Continued Discussion

Chair Baker distributed to members a spreadsheet supplied by IT as a means to document choices in internet providers throughout the community, and where in Oak Park do challenges exist with provider choice, including building type. The IT Dept. is looking for backup data to support the CISC memo sent to the Board in February. Comm. Ewing suggested possibly posting a survey on Engage HQ, and documenting only multifamily buildings. Comm. Ptacek asked if we could just ask Comcast and ATT for their coverage map. IT DIrector Nepomuceno said they have asked for that and

could not get that data. Chair Baker opined that in his experience with the ATT site, if you add an address and they tell you service is available, it means the building is wired for that service. Commissioner Newton felt that contacting ATT for a list of non-customers might be more feasible and provide interesting data, and others agreed. There was also discussion on how a mandate might look for internet service in multi-family buildings, as well as how to possibly alter further franchise agreements with providers to provide internet coverage in Oak Park. Commissioner Ewing felt incentives to landlords would not be as strong as mandates for providing access to internet choices. IT Director Nepomuceno felt that incentives could be better in that provider availability in certain dwellings can be shown on Apartments.com, and the depiction of choice would be attractive to new tenants, furthering business aspirations for the landlords. Comm. Ptacek felt that it might be more productive to persuade the Board to mandate new developments have multiple providers as a starting point, before gathering data on existing legacy buildings, which is a heavy lift. It was decided that VOP would do a survey for resident response on providers being utilized.

c) **IT Director Updates**

IT Director Nepomuceno, along with IT Operations Mgr. Kilekevicius presented this item as a wish to get CISC approval of an RFP for an IT security assessment, which will be presented to the Board. All were in favor of an assessment, which Director Nepomuceno said was very overdue after Covid-19 delayed this necessary task. The RFP is posted on the Village website, and there were 15 responses. The approved vendor would perform a variety of tasks to test the security health of the Village IT infrastructure. Commissioners Ptacek and Newton mentioned they preferred the commission have input on the choice of vendor, and other members concurred that CISC input should be provided before the Board approves the IT Department's choice. Director Nepomuceno was concerned that such a discussion in a CISC meeting would allow the vendors to know who was selected, revealing too much information about IT operations. Commissioner Newton was concerned about how CISC input can be optimized on RFP's and other items before the commission in general without interfering with staff duties. The CISC wanted the record to show that all were not in approval of the current process with this RFP, and with CISC having no understanding of the breadth of responses and proposals in sufficient time, without opportunity for input, before presentation to the Village Board for approval. IT staff was open to discussion of vendor selection in an executive session to not jeopardize the selection process, while also allowing CISC to voice opinion on the proposals.

d) **Communications Director Updates**

Communications Director Yopchick reported the website design process is ongoing, and will have more to report next month. The process is on schedule. A/V system architect TDSi will provide documents back to staff by the end of April so staff can

write the RFP for the council chambers and conference rooms A/V upgrade project.

e) New Topic Proposals – for discussion at next CISC meeting

There were no topics brought up for future discussion.

8) Old Business

a) Cable Provider Contract updates

Chair Baker informed the Commission that there was nothing to report, other than the fact that Attorney Stephanides mentioned in a 4/6 email that there were no further updates on this topic.

9) Adjourn

Commissioner Ptacek motioned to adjourn the meeting. The motion was seconded by Commissioner Ewing. A roll vote was taken and the motion was approved unanimously. Chair Baker adjourned the meeting at 9:25 PM.

NEXT MEETING: May 11, 2023