



Meeting Minutes
Civic Information Systems Commission (CISC)
Wednesday, January 13, 2022 at 7:00 P.M.
Remote Participation

1) Call to Order

The meeting was called to order by Chair David Baker at 7:10 p.m

2) Roll Call

Present: Commissioners Wesley, Ptacek, Urness, and Chair David Baker

Absent: Commissioners Balu, Knight (term is over), and Newton

Also Present: Communications Director David Powers and IT Director Alvin Nepomuceno

3) Approval of Agenda

Commissioner Ptacek motioned to approve the agenda for January 13, 2022. The motion was seconded by Commissioner Wesley. A voice vote was taken and the motion was approved unanimously.

4) Approval of meeting minutes from November 11, 2021

Commissioner Wesley motioned to approve the meeting minutes for November 11, 2021. The motion was seconded by Commissioner Urness. 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) Discussion of VOP website.

Chair Baker introduced this Item, and recapped what was discussed from the October meeting. Chair Baker said that he would like the Commission to try to develop a recommendation to the Village Board regarding a starting point for the website.



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Commissioner Ptacek asked about clarification of the current Granicus platform and if Granicus might be the choice as a website developer. Director Powers clarified that VOP had been looking into updating the website before the pandemic and that Granicus is a tool that's utilized internally within the VOP for meeting and commission information workflow.

Director Powers informed the Commission that the VOP website is 8-9 years old. Chair Baker asked if bringing in a consultant would be a start to determine potential costs. Director Powers said if anyone has names of website development companies, he would reach out for information.

Director Powers informed the Commission that the companies they looked into for building websites didn't integrate the data that was already present, and that would be a separate company.

Chair Baker said he would forward some vendor names to Director Powers, and encouraged commissioners to do the same.

b) Smart Cities - UIC Urban Studies Capstone Program Proposal

Chair Baker said Commissioner Urness had reached out to a professor at UIC College of Urban Planning. CISC submitted an application for the program to study potential smart city solutions for the Village. Commissioner Urness and Chair Baker collaborated on the application.

Chair Baker summarized the application. CISC should know by Wednesday, January 19th, if Oak Park was accepted by UIC students for a study project.

c) Urban Labs Collaboration

Chair Baker said that he reached out to U of Chicago Urban Labs to study smart cities for the Village before the pandemic, and they were interested. Then the pandemic began, so potential collaboration was put on hold. He said Urban Labs ultimately looks at Village policies that are already in place, and they see if the policies are working. The commission suggested proceeding with the UIC Capstone in the meantime. Once data is collected, that would be an opportunity for Urban Labs participation. Chair Baker said the CISC could keep them in mind.

d) Systems Updates – IT Director Nepomuceno



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Director Nepomuceno said the department was upgrading the IT exchange server, and worked on year-end activities for other departments. IT was also involved with assisting the D97 vaccine POD's (points of distribution).

Director Nepomuceno stated IT had to prepare for an immediate closure of Village Hall during the recent COVID surge and had to get all employees working remotely.

e) Work Plan

Chair Baker and Commissioner Wesley agreed to removing efficiency for automation of village processes from the current proposed work plan, as it might be an item that is out of the commission's scope for recommendations. Chair Baker will submit an updated work plan to the Village Clerk.

7) Old Business – There was no old business to discuss.

8) Adjourn

Commissioner Urness motioned to Adjourn the meeting. The motion was seconded by Commissioner Wesley. A voice vote was taken and the motion was approved unanimously. Chair Baker adjourned the meeting at 8:23 PM.

NEXT MEETING: TBD