



**Approved Minutes  
Civic Information Systems Commission - February 8, 2024  
7 to 9 p.m.  
Village Hall – Room 215**

**1. Call to Order**

The meeting was called to order at 7:03 p.m.

**2. Roll Call**

Present: Commissioners Ewing, Vander Berg, Roskopf, Newton (arrived at 7:05 p.m.) Ptacek (arrived at 7:24 p.m.), and Chair Baker

Absent: Communications Director Yopchick

Also Present: IT Director Nepomuceno and CIC Liaison Elling

**3. Agenda Approval**

Motioned by Commissioner Ewing. Seconded by Commissioner Vander Berg. A voice vote was taken, and the motion was approved unanimously.

**4. Review/Approval of Minutes**

a. December 14, 2023

Motioned by Commissioner Vander Berg. Seconded by Commissioner Ewing. A voice vote was taken, and the motion was approved unanimously.

b. January 11, 2024

Motioned by Commissioner Roskopf. Seconded by Commissioner Newton. A voice vote was taken, and the motion was approved unanimously.

**5. Public Comment**

No public comment.

## **6. Chair Report**

Chair Baker listened to the Citizen Police Oversight Committee (CPOC) meeting from 1/22/24 for an update on CPOC's draft policy that is being worked on by the Village attorney. Chair Baker said the CPOC commissioners will review it and give feedback to HR Director Chang, who will compile the feedback into a joint response that will go to the Board, Chief, and Village attorney.

Chair Baker also mentioned the CISC may have a new commissioner, Manning Peterson, pending Board approval.

Chair Baker, thinking about the last public comment regarding the high cost of internet and TV services in Oak Park, decided to wait on adding this concern to the agenda until after the franchise cable agreement is finished. Chair Baker will follow up with the Village attorney to get an update on the status of this agreement.

## **7. New Business**

### **a) IIT Smart Cities Capstone Report, continued discussion**

The Civic Information Systems Commission (CISC) sent a motion to the Village Manager, who had a positive response. The CISC is interested in transportation priorities for smart cities, so Chair Baker reached out to the Transportation Commission Chair. Chair Baker was invited to attend their March commission meeting in order to learn what initiatives they are working on. Chair Baker plans to attend that meeting in March.

### **b) Open Data, continued discussion**

A CISC motion was sent to Manager Jackson on Jan 21<sup>st</sup>. Manager Jackson had a favorable response and wanted Chair Baker to work with Village staff to advance a motion to the Board regarding an open data policy that has an emphasis on machine readability. Staff's rewrite of that motion was submitted to the Board on Feb 1<sup>st</sup>. The CISC is waiting to see if it ends up on a Board agenda.

Relatedly, and in the meantime, Commissioner Ptacek submitted language to the rest of the CISC as a supplemental motion to that open data policy. This second motion is more explicit and purposeful in seeking to make all data on the Village website machine readable. There was general agreement with the language and intent of this motion, but it was decided to remove the parenthetical in item four of the opinion and to add a

preface created by Commissioner Vander Berg. The rest of Commissioner Ptacek's motion was left verbatim. A motion was made by Commissioner Vander Berg and seconded by Commissioner Roskopf to approve the edited version of Commissioner Ptacek's motion and to send it to the Board via Manager Jackson. A voice vote was taken, and the motion was approved unanimously.

**c) VOP Board Meeting Transcriptions, continued discussion**

Chair Baker shared an update from Communications Director Yopchick, who was working with Granicus to create a new column on the webpage for the Board agenda, minutes, and videos. This new addition has a link to the meeting transcript that can be downloaded as a pdf. This transcript is from the live closed captioning service, provided through Granicus, during Board meetings. Director Yopchick is not currently sure how to incorporate other transcript services, e.g., Descript, which may be more accurate and/or cheaper, to the webpage.

The discussion was tabled but questions for Director Yopchick were raised: (1) what is the update on the Granicus website project; (2) how did we get the Granicus transcripts (are they charging us now or later); and (3) what is the timing or availability of the closed captioning transcripts?

**d) Board Liaison Updates**

No updates, as Trustee Wesley was not present.

**e) Staff Updates**

No updates.

**f) CIC Liaison Updates**

CIC Liaison Elling said that Manning Peterson was approved by the CIC last night.

**g) New Topic Proposals – for discussion at future CISC meeting**

The CISC discussed the Village's information systems security and wondered if there is a plan for a possible ransomware attack. It was decided this topic would be added to the agenda for the next meeting for further discussion.

## **8. Old Business**

### **a) Cable Provider Contract Updates**

No updates.

## **9. Adjourn**

A motion to adjourn was made by Commissioner Ptacek and seconded by Commissioner Ewing. A voice vote was taken, and the motion was approved unanimously. Meeting adjourned at 8:31 p.m.

Next Meeting: Thursday March 14, 2024

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