

Approved
OAK PARK VILLAGE BOARD
REINVENTING GOVERNMENT COMMITTEE

TUESDAY, MAY 5, 2010

Call to Order 6:35 p.m.

Present: Trustee Brewer, Trustee Hedges, Trustee Lueck

Also Present: Lisa Shelley

Approved minutes of 3/16/10

The Committee discussed the Village's need to pursue a new telephone system since the current vendor is no longer in service and future maintenance is not reliable or unpredictable by other vendors. The Committee asked that all alternate funding options be explored, both purchase and lease to ensure the least costly option.

The Committee reviewed the pursuit of an IT Strategic Plan consultant. The Committee would like to first explore the idea of creating a Task Force of citizen volunteers who would meet along with staff (i.e. the IT Director) to create/provide feedback, etc for an IT Strategic Plan instead of looking to hire a consultant. This should be a group of community volunteers that has experience/understands working in local government.

The Committee briefly reviewed Law's Quarterly Report and said this is something that should go to the full Board. In addition, the Committee wanted to create a process/system annually in which the Board reviews the outside council from Law that is selected for various areas (i.e. TIF, labor, etc). Either this can be done during the budget process and/or create a formal Resolution annually for which the Board formally accepts the law consultants for the coming year. The format would be a recommendation from the Village Attorney to the Board for which he states the continuing cases, and recommends the continuation of the specified representation (i.e. attorney or firm). If of course there is anything new anticipated for the coming year, the Village Attorney could list that too.

Trustee Brewer then distributed a list the Committee developed at the beginning of the year with possible topics/issues they should follow for future meetings. One item on the list, for example, is follow-up of a SWOT analysis discussed in September 2009. Maybe for the future they would discuss the option of a Fire District.

Trustee Brewer asked that an update to the org chart be created that lists core functions under each department as well as those non-core, or those functions we also choose to provide. This would help the Committee better understand layoff decisions. Since they have been waiting for a VOP Property Listing Report, maybe someone can follow a similar format to Ray Heise's Quarterly Report.

Trustee Hedges will explore with the President and other Trustees on how to create a Public Relations Plan (what we do, how we do it, why & when) to better serve the Board in getting out accurate and early information on major topics they are involved in.

Tuesday May 18th at 6:30pm is a proposed next meeting date. They would like to discuss Staff Reviews. They would like to see a summary of the process for all employees, sample documents, how often, and are they done/timely/last time done etc.