

MEETING SUMMARY

VILLAGE OF DOWNERS GROVE TECHNOLOGY COMMISSION

COMMITTEE ROOM
THURSDAY, MAY 16, 2018
6:00 P.M.

Technology Commission

Present:

Mark Grippando, Chair
Anthony Cheng
James McGinnis
Chris Pankner
John Phillips
Tony Schroeder (via phone)

Absent:

Mark Andrews

Staff

Dave Kenny, Staff Liaison

The Chair started the meeting at 6:01 p.m. and roll call was taken.

No members of the public were present.

Introductions were exchanged. Dave Kenny gave an update on the current Strategic Technology Plan. A summary and status was given for each of the fifteen projects listed in the plan (Du-Comm consolidation, facilities project, compliance, fire station WAN links upgrade, VoIP upgrade, financial software upgrade, disaster recovery plan, data consolidation, systems inventory, IT project methodology, structured training program, HRIS, website redesign, audio/visual systems upgrade, and internal digital signage).

When discussing the WAN upgrade, it was suggested to look at options to install dark fiber in the community. Also, the 'IT Project Methodology' should be renamed to 'Intake Process' (defining criteria on what is a work request, project or capital expense).

The group questioned if the Village is beholden to the 'Right to be forgotten', the European Union legislation titled General Data Protection Regulation (GDPR). Dave Kenny advised that Village records have to be kept and are only deleted or destroyed when approved by the state records commission.

Dave Kenny then gave an update on the ERP project. Results of the internal survey were discussed as well as the current SWOT (strengths, weaknesses, opportunities, threats) analysis.

The next phase of the investigative stage was also discussed. It is intended to document the current processes into swimlanes. It was suggested that the ERP team should look at functional processes, not concentrate on systems. Committee members recommended looking at demonstrations and speaking to other communities prior to the process breakdown phase. The consensus was that with the length of employee tenure at the Village, some employees on the ERP team may not know what is out there (in regards to system capabilities). The comments stated that it is important for staff to see what is current in the market.

Next there was a discussion on storage and the benefits of cloud backups along with business continuity.

Mark Grippando queried the group if they still want to meet on an annual basis or more often. The consensus of the group was to still meet on an ad hoc basis, but perhaps more often. Mark Grippando suggested a date in October, with a specific day as we get closer.

The meeting adjourned at 7:21 p.m.