

VILLAGE OF ORLAND PARK

*14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org*



Meeting Minutes

Monday, July 6, 2020

6:00 PM

Village Hall

Committee of the Whole

Village President Keith Pekau

Village Clerk John C. Mehalek

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Daniel T. Calandriello,
William R. Healy, Cynthia Nelson Katsenes, and Michael R. Milani*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:01 P.M.

Present: 7 - President Pekau; Trustee Fenton; Trustee Dodge; Trustee Calandriello; Trustee Healy; Trustee Nelson Katsenes and Trustee Milani

APPROVAL OF MINUTES**2020-0461 Approval of the June 15, 2020 Committee of the Whole Minutes**

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of June 15, 2020.

A motion was made by Trustee Fenton, seconded by Trustee Nelson Katsenes, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

Nay: 0

ROLL CALL

Trustee Dodge joined the meeting at 6:05 P.M.

Present: 7 - President Pekau; Trustee Fenton; Trustee Dodge; Trustee Calandriello; Trustee Healy; Trustee Nelson Katsenes and Trustee Milani

ITEMS FOR SEPARATE ACTION**2020-0469 Tyler 311 Demonstration**

Public Works Director Joel Van Essen reported that the Village substantially completed its implementation of Tyler Enterprise Asset Management (EAM) in November 2018. EAM is Public Works digital work order system. Work orders are entered into the system and then digitally conveyed to field staff via the FieldSheet mobile app. The system has allowed for an enhanced snapshot of Village assets, created efficiencies with inter-divisional operations and allows for task tracking and reporting.

Following this implementation, the Village received a Tyler 2019 Public Sector Excellence Award for investing in integrated solutions for process efficiencies (see attached). This effective management minimizes the total cost of owning, operating and servicing Village assets.

In addition to EAM, Tyler Technologies has launched a public facing request module (311). 311 provides citizens with greater and more convenient access to services requests and streamlines Village responses to such requests. The system is used for managing non-emergency inquiries, incident reporting,

complaints, and civic requests. 311 directly integrates with EAM, converting these requests from citizens into work orders for Village staff to complete. Once these requests are completed, residents who created a portal account are automatically informed that their request has been completed.

The Village decided to initiate the implementation of Tyler 311 in March 2020. Village staff will be presenting a demonstration of the external facing portal that the residents of Orland Park will utilize to submit service requests to various village departments and will discuss the public roll-out schedule

Senior Applications System Analyst Beth Formella gave a presentation regarding this matter. (refer to audio file)

Village Manager George Koczwara had comments. (refer to audio file)

Trustee Fenton had questions. (refer to audio file)

Senior Applications System Analyst Formella and Village Manager Koczwara responded to Trustee Fenton. (refer to audio file)

Trustee Dodge had comments and questions. (refer to audio file)

Village Manager Koczwara responded to Trustee Dodge. (refer to audio file)

Chief Technology Officer David Buwick had comments. (refer to audio file)

Trustee Healy had comments and questions. (refer to audio file)

President Pekau and Village Manager Koczwara responded to Trustee Healy. (refer to audio file)

President Pekau had comments. (refer to audio file)

Trustee Milani had comments and questions. (refer to audio file)

Village Manager Koczwara and Senior Applications System Analyst Formella responded to Trustee Milani. (refer to audio file)

Trustee Dodge had additional comments. (refer to audio file)

Village Manager Koczwara responded to Trustee Dodge. (refer to audio file)

Trustee Milani had additional questions. (refer to audio file)

Village Manager Koczwara responded to Trustee Milani. (refer to audio file)

Public Works Management Analyst Heather Zorena introduced a video to be played regarding this matter. (refer to audio file)

No Motion

This item was for discussion only. NO ACTION was required.

2020-0471 Updated Social Media Policy

The Village utilizes a social media policy to give clear guidance to both employees and the public when utilizing the Village's various social media outlets for communication. The Village utilizes social media to effectively communicate on a daily basis with over 27,000 individuals. The Public Information Office has worked in conjunction with Village Department Directors and the Village's legal counsel to update the policy.

Klein Thorpe and Jenkins Attorney Mallory Milluzzi gave a presentation regarding this matter. (refer to audio file)

Trustee Fenton had questions regarding this matter. (refer to audio file)

Attorney Milluzzi and Communications Manager Nabeha Zegar responded to Trustee Fenton. (refer to audio file)

Trustee Healy had a question regarding this matter. (refer to audio file)

Attorney Milluzzi and Communications Manager Nabeha Zegar responded to Trustee Healy. (refer to audio file)

Trustee Dodge had questions regarding this matter. (refer to audio file)

Attorney Milluzzi responded to Trustee Dodge.

I move to recommend to the Village Board to adopt the revised and updated social media policy as presented.

A motion was made by Trustee Milani, seconded by Trustee Healy, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

Nay: 0

ADJOURNMENT: 6:49 P.M.

A motion was made by Trustee Fenton, seconded by Trustee Nelson Katsenes, that this matter be ADJOURNMENT. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

Nay: 0

2020-0519 Audio Recording for the July 6, 2020 Committee of the Whole Meeting

NO ACTION

/AS

APPROVED: July 20, 2020

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk