Village of Bensenville
Village Board Room
12 South Center Street
Bensenville, Illinois 60106
Counties of DuPage and Cook

MINUTES OF THE TECHNOLOGY
COMMITTEE MEETING
November 25, 2014

CALL TO ORDER: Chairman Bartlett called the meeting to order at 7:35 p.m.

PRESENT: Upon roll call by Deputy Village Clerk, Corey Williamsen, the following Board Members were present:

Chairman Bartlett, President Soto, Janowiak, Jarecki, O'Connell, Ridder, Wesseler

Absent: None

A quorum was present.

Village Clerk, Ilsa Rivera-Trujillo, was also present.

Staff Present: Cassady, Caracci, DiSanto, Finner, Kosman, Rysavy, Schaefer, Schultz, Sloth, Viger, Williamsen

Approval of Minutes: The June 17, 2014 Technology Committee minutes were presented.

Motion: Trustee Janowiak made a motion to approve the minutes as presented. Chairman Bartlett seconded the motion.

All were in favor. Motion carried.

Baecore Agreement: Chief Technology Officer, Andy Schaeffer, presented to the Committee a resolution continuing the engagement of the Baecore Group Inc. for certain services relating to technology solutions for an amount not to exceed $60,805.

Mr. Schaeffer stated The Baecore Group continues to be a key component of the Village of Bensenville Team. Mr. Schaeffer stated their 2015 Workplan continues to provide MUNIS software system support and upgrades and they will lead the procurement process of our new document management system. Mr. Schaeffer stated in addition, in 2015 Baecore will design the Village's performance measurement tracking system and provide other customer service and technology support. Mr. Schaeffer stated since bringing IT in-house, Baecore's scope of services has been reduced each year. The 2015 Workplan represents a reduction of $35,000 since 2014, for a total of $60,805. Mr. Schaeffer stated Staff recommends approval.

There were no questions from the Committee.

Motion: Trustee Ridder made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Janowiak seconded the motion.

All were in favor. Motion carried.

BSSi2 Agreement: Chief Technology Officer, Andy Schaeffer, presented to the Committee a resolution continuing the engagement of BSSi2 (*F/K/A* PC Discovery) for Information Technology support and operations for an amount not to exceed $82,800.

Mr. Schaeffer stated BSSi2 provides IT support for the Village of Bensenville as a supplement to our in-house CTO. Mr. Schaeffer stated the Village's increased reliance on technology for service delivery requires appropriate staffing and oversight of our various systems and day-to-day operations. In 2015, BSSi2 will be tasked with assisting the Village's implementation of a new document management system, security system at Village Hall, and the IT design/setup of the new Police Headquarters. Mr. Schaeffer stated BSSi2 will continue to provide on-site support 3 days per week. The new contract amount for 2015 is $82,800, a decrease of $1,800 over 2014. Mr. Schaeffer stated Staff recommends approval.

There were no questions from the Committee.

Motion: Trustee Ridder made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Janowiak seconded the motion.

All were in favor. Motion carried.

**INFORMATIONAL
ITEMS:**   There were no informational items.

ADJOURNMENT: Chairman Bartlett made a motion to adjourn the meeting. President Soto seconded the motion.

All were in favor. Motion carried.

Chairman Bartlett adjourned the meeting at 7:42 p.m.

Corey Williamsen
Deputy Village Clerk
PASSED AND APPROVED by the President and Board of Trustees of the Village of Bensenville this 20th day January, 2015.