MINUTES OF THE REGULAR MEETING
OF THE TECHNOLOGY COMMITTEE OF THE VILLAGE OF CAMPTON HILLS
February 20th, 2025
7:00 p.m.

1. Call to Order

The meeting was called to order at 6:58 p.m.

2. Roll Call – Chair Muhr called the roll:

Roll Call	Present	Absent	Also Present	Remote
Chair Kim Muhr	X			
Member Adam Enger	X			
Member Brian Hale		X		
Member Vacant	X			
Member Bill Paskey	X			
CIO Jake Kulpa			X	

3. Public Comments

Member of the public present. No public comments.

4. Action Items

- **Approval of Minutes:** The minutes of January 16th, 2025, Ad Hoc Technology Committee were reviewed and approved without any revisions.

  Motion made by Member Enger; seconded by Member: Paskey
  Voice vote: [AYES: 3] [NAYES: 0] [ABSENT: 2] [ABSTAIN:0] Motion **CARRIED**

5. Housekeeping

- This was the first regular meeting as a full committee. Kudos to the committee. The year-end report to the village board did not make it a hard sell to become a permanent committee.
- The introduction of the committee's new liaison, Jim McKelvey, was discussed. The Village Board on February 18th, 2025, voted not to appoint a Trustee Liaison at this time. It was noted that a liaison to the Committee might be revisited in May.
- The committee's roles and responsibilities were reviewed, emphasizing the need to stay on top of everything and get regular reports from the CIO (HHIT). The committee will continue to be a recommending body to the Village Administrator and the Village Board President. The Committee will also continue to work closely with the CIO (HHIT).
- Meetings will be held once a month on the third Thursday at 7 PM. The next meeting is scheduled for March 20th.

5. Chief Information Officer (HHIT) Report

- **New Server Migration:** All software and data have been migrated to the new server. The cutover to the new server is scheduled for next Thursday morning.
- **Firewall:** The high-availability firewall has been tested and works properly. The 4G backup process has started.
- **Budget Figures:** Quotes for computer replacements were discussed. There are about 12 computers that will not support Windows 11 due to missing TPM modules.
- **Computer Usage:** A survey of computer usage will be conducted to identify which computers are being used and which are not. All 12 may not be replaced.
- **M365 Costs:** The yearly cost for M365 is about $17,685. The committee discussed the possibility of switching to annual billing for a discount.
- **Proofpoint:** The monthly cost for Proofpoint email security is about $241.11.

6. Discussion Items

- **Civic Systems:** Member Peskey gave an excellent presentation of his findings on the Village's system. It was mentioned the roadblock that was hit with the vendor. Consensus was reached to have a meeting with the Village Administrator and the Village Clerk. Not only to discuss some of the modules and the need for the Administrator to contact the account manager to get a member(s) on the official contact list for the account.
- **CISA Report:** The report was still reporting on one medium issue. The committee discussed fulling turning off that specific access. The CIO said he would turn it off the next day.
- **Committee vacancies reminder:** Just a reminder, the chair will have to step down from the committee in May. If you know anyone interested that lives in the Village that might be interested reach out to them. Additionally, someone will need to step up and take the chair position and minutes responsibility.
- **New Business:**
    - **Zip Code Delivery Problem:** The committee discussed the ongoing issue with zip code delivery in the community and whether it falls under the technology committee's purview. The committee agreed it was a problem but not sure it was the Technology Committee's issue to address.
    - **Grand Victoria Riverboat Grant:** The committee discussed applying for the Kane County Riverboat Grant to cover technology expenses, including computer replacements and other technology needs. The chair was putting together a dollar figure, since the application was due very soon.
    - **Cabinet:** The committee discussed the possibility of moving the equipment into the new cabinet themselves to save costs. It was thought best not to go that route. The chair did mention they placed HHIT's quote into the Riverboat Grant.

7. Sub-Committee Reports

- **Infrastructure:** No additional reports were provided.
- **User Interaction Interviews:** No additional reports were provided.
- The committee discussed removing the sub-committee reports and placing everything under discussion items.

8. Closed Session

The committee did not go into a closed session.

9. Adjournment

Motion to Adjourn at 8:53 pm: Made by Member Enger; seconded by Member Paskey
Voice vote: [AYES: 3] [NAYES: 0] [ABSENT: 2] [ABSTAIN:0] Motion **CARRIED**

Approved the 20th day of March 2025
Chair Muhr