



MAYOR
George D. Alpagianis

VILLAGE MANAGER
Joseph S. La Margo

VILLAGE CLERK
Marlene J. Victorine

TRUSTEES
John C. Jekot
Joe LoVerde
Danette O'Donovan Matyas
Denise M. McCreery
Craig Niedermaier
Dean Strzelecki

MEETING MINUTES

General Government / IT Committee

Remote Participation

September 14, 2021 – 9:00 a.m.

The General Government / IT Committee meeting was held virtually on Tuesday, September 14, 2021. The meeting was called to order at 9:03 a.m. by Chairman Niedermaier.

Members Present:

Chairman Craig Niedermaier
Village Manager Joseph La Margo
Resident Jeff David

Staff Present:

Paul Ashe, Interim I.T. Director
Marlene Victorine, Village Clerk
Hadley Skeffington-Vos, Deputy Village Manager
Kathy Thake, Assistant to the Village Manager
Joana Ardelean, Sr. HR Manager
John Melaniphy, Economic Development Director
Evangeline Alpagianis, Administration / HR Generalist
Ana Elizarraga, Management Analyst

Approval of Minutes

Chairman Craig Niedermaier made a motion, seconded by Niles Resident Jeff David, to approve the Minutes of the General Government / I.T. Committee Meeting held on July 13, 2021; on voice vote all concurred.

New Business

a. Annual Employee Handbook Updates

The Village reviews the Employee Handbook every year to update language and add new internal policies or policies outlined by State and federal law. Senior H.R. Manager Joana Ardelean notified the committee that the Village's labor attorney is reviewing the handbook changes made by H.R. and management. The changes will

be finalized by the next General Government/IT Committee meeting, for the committee to review and recommend to the Board.

b. Update on I.T. Director Recruitment

Deputy Village Manager Hadley Skeffington-Vos and Interim I.T. Director Paul Ashe provided an update on the I.T. Director recruitment process and the I.T. Department assessment conducted by Securance. The top three I.T. Director candidates will complete their second round of interviews by September 17th, and staff will provide an offer letter to the top candidate by September 24th. The top candidate will meet with the Mayor and start with the Village at the beginning of October.

The I.T. Study focused on two primary initiatives: the Village’s help desk software, and the design of the Village’s core network. Securance has narrowed the scope down to three vendors for a new help desk software, and the company is researching firms that could confirm consulting advice regarding areas where the Village’s network is misconfigured.

c. Classification and Compensation Study Progress Update

Deputy Village Manager, Hadley Skeffington-Vos provided an update on the GovHR Classification and Compensation Study. GovHR is waiting on survey responses from three towns. Once the responses are received, GovHR will complete their initial report. In addition to compensation rates, GovHR will conduct a gender equity and compression analysis. Staff will present the final report to the Finance Committee and the General Government/IT Committee in November.

Comments from the Public

Deputy Village Manager Hadley Skeffington-Vos notified the committee that the Village’s Electric Aggregation Program will end on September 30th. Staff are finalizing a FAQ document to distribute internally to assist staff with answering questions from residents. The Village will then promote the opt-in, voluntary Community Solar Program.

Next Meeting

October 12, 2021

Adjournment

Motion to adjourn was made by Resident Jeff David, seconded by Chairman Niedermaier; all concurred and the meeting adjourned at 09:19 a.m.

Evangeline Alpogianis
General Government / IT Committee Secretary