

**GENERAL GOVERNMENT COMMITTEE**  
**August 14, 2023, MEETING MINUTES**  
**Village Hall**  
**740 Hillgrove Avenue, Board Room**  
**Western Springs, IL 60558**

**August 14, 2023, at 6:15 p.m.**

Present

Chair Tyrrell, Member Nawrocki, President Rudolph, Deputy Village Manager Biernacki, Director of Community Development Budzikowski, Deputy Director of Community Development Valone, Director of IT Schramm and Attorney Skrodzki

Chair Tyrrell moved to open the committee meeting, seconded by Member Nawrocki. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and Member Nawrocki. The General Government Committee meeting was called to order at 6:16 p.m.

Agenda Items

1. Public Comment

There were no public comments.

2. Approval of Minutes

Chair Tyrrell moved, seconded by Member Nawrocki, to approve the minutes of the meeting of July 19, 2023, as read. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and Member Nawrocki. Voting nay: None.

3. NEC Phone System Contract Recommendation

Director of Information Technology Schramm updated the committee on this recommendation. On June 14, 2023, the committee heard an overview of the Request for Proposals (RFP) process for a new voice over IP phone system and ongoing service. At that time, the committee agreed to recommend that the Board reject all bids, waive the bidding process, and work to finalize contract terms with the preferred vendor, NEC Tech, for a Univerge Blue Voice Over IP Phone system and maintenance and telephone service. The Board took this action on July 24, 2023, during their Special Board meeting.

Tonight, Director Schramm and Attorney Skrodzki provided the committee with an update on the proposed contract which is based on the final configuration of hardware and other options. The final negotiated quote was provided to the committee. Attorney Skrodzki explained that she has been working with staff and the NEC attorneys on final terms of the Service Level Agreement (SLA). Staff recommended the committee request Board approval during the Special Meeting scheduled at 7:00 p.m. so that the new system can be in place this year. A resolution ratifying the approval of and authorizing the

execution of a master service agreement with NEC Corporation of America of Irving, Texas for Univerge Blue Voice Over IP Phone System and service at a one-time cost of \$17,328.52 and a monthly cost of \$2,562.11 for a term of thirty-six (36) months was reviewed and will be considered for approval by the Board later this evening. The committee concurred with this request. Chair Tyrrell moved, and Member Nawrocki, seconded, a motion to recommend Board approval tonight. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and Member Nawrocki. Voting nay: None.

4. Resolution Approving the Content and/or Release of Certain Closed Meeting Minutes of the Regular and Special Meetings of the Board of Trustees of the Village of Western Springs (2023 Half Year Review)

The committee reviewed a draft resolution prepared by Attorney Jurusik which approves the content of/and or release of certain closed meetings of the regular and special meetings and workshop meetings of the President and Board of Trustees through June 2023. This review is done in accordance with the Open Meetings Act (OMA) requirements. The committee concurred with the request to recommend Board approval of this resolution. Chair Tyrrell moved, and Member Nawrocki, seconded, a motion to recommend Board approval tonight. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and Member Nawrocki. Voting nay: None.

5. Schedule Next Committee Meeting

The next General Government Committee meeting was scheduled for Wednesday, September 6, 2023, at 7:00 p.m.

6. Adjourn

MOTION:

Chair Tyrrell made a motion to adjourn, seconded by Member Nawrocki. The motion passed on a unanimous voice vote. The meeting was adjourned at 6:25 p.m.

Respectfully submitted,



Deputy Village Clerk Haeske