

FINANCE COMMITTEE MEETING

August 16, 2010

PRESENT: Finance Committee Chairman – Michael Lawler, Trustee – Leroy Brown – Finance Committee, Trustee – Rick Morales – Finance Committee, Rosa Cojulun – Finance Director, Jules Staley – Asst. to Director of Finance. Guest: Brenda Ladipo –HR/ IT Director

Finance Director, Rosa Cojulun called the meeting to order at 4:43 p.m. by welcoming the Finance committee trustees and guest.

First on the agenda was approval of the prior two meeting minutes for, March 31st and June 28th. A motion was made by Trustee Morales and seconded by Trustee Lawler. All Trustees said “AYE”.

Second on the agenda, hiring consultants for IT services and Rosa turned the meeting over the Brenda Ladipo, HR/IT Director. Brenda began by saying that six consulting firm responded with two contacting the Village regarding IT needs, whereas the other four were contacted by the Village. Trust Morales asked Brenda why this is being requested and Brenda replied that the Village has many projects still pending to be completed since Jennifer Chan left the Village back in June and due to staffing being short, not everything is getting done.

Brenda went onto explain each of the consultant companies and their strengths & weaknesses. Brenda started with BestBuy by stating that BestBuy had ‘no’ experience with our home-grown system with the Village and that they would possibly be able to support both Kronos and Munis after training with the programs. Next was GAD Group and Brenda stated that this company was started by a former employee with the Village, thus, they have the knowledge or experience with the system used at the Village except for Kronos. They also would need training for this application.

Next on the list was Sentinel Technologies. Brenda stated that this was the company that did the phone system upgrade earlier this summer and that they have the knowledge/experience with our home-grown system but not the Kronos or Munis systems. They would also need training for these applications. K-Force Technology followed and Brenda stated that this was the only company to have knowledge/experience with all of the Village systems. Brenda went onto to say the last two companies, Computer Component Repair Service (CCRS) and SWC Technology Partners, Inc. both had no knowledge/experience with none of the applications that the Village uses, thus would not recommend them. Brenda then asked if anyone had questions before she explained the cost and her recommendation to the board.

Trustee Lawler asked Brenda if she has heard of a company called “Prescient” and Brenda replied ‘Yes’. Trustee Lawler went onto to explain that this is the company that supports the DuPage E911 center and that they have Munis experience. Trustee Brown asked Brenda what the timeline is for this proposal and Brenda responded that she would have liked this decision to have been made back in June but as-soon-as-possible. Trustee Morales then asked Brenda if she had checked any references with any of these companies and Brenda stated ‘no’. Trustee Lawler then asked Brenda which is her preference, on-site or on-call staffing and Brenda replied ‘on-site’.

Brenda proceeded with the cost of each company and said that the cost ranges between \$185K and \$114K for the four companies being considered. Thus, Brenda made the recommendation of going with both K-Force and GAD due to K-Force being on-site and GAD would be used for projects on as needed bases. The total cost for these two companies would be \$249,200. Brenda went onto explain that a majority of the cost would be covered from the remaining cost from Jennifer Chan's position and ½ of her IT Director salary for a total of \$156,353 which would leave \$92,847 over budget. Brenda again asked if anyone had questions regarding the cost.

Trustee Lawler asked Brenda when she was planning to meet with Mayor on this and she replied, "Hopefully tomorrow, Tuesday". Trustee Morales asked the group if we are trying to outsource IT and if there should be an RFI/RFQ/RFP done for the request due to the cost amount. Trustee Lawler stated that the committee would have to check with the Mayor regarding this. Trustee Morales said that he had additional questions that he would like to direct to the Mayor thus, he made the motion to defer this to a later date and Trustee Brown seconded the motion. All Trustees said "AYE".

Rosa then asked the question to the committee that once all the questions and information have been satisfied, would they have to meet again or can a vote be done via phone or email. All Trustees agreed that this would be possible.

Trustee Lawler proposed adjourning. All trustees voted "AYE". None opposed. The meeting adjourned at 5:15 p.m.