

COMMUNICATIONS COMMITTEE MINUTES

WEDNESDAY, SEPTEMBER 18, 2013 – 5:00 P.M.

CITY HALL, CONFERENCE ROOM 2A

Meeting was called to order by Chairman Milliette at 5:01 p.m.

Roll Call. Present: Alderman Hill, Gary Milliette, Ron Berndt and Jeff Miskie. Absent: Shane Morelock. Also in attendance: Emergency Management Coordinator Peters and City Clerk Hawes.

Hill/Berndt motion for approval of minutes from May 1, 2013 meeting, as distributed. Motion carried 3 to 0.

Comments from the public limited to 5 minutes

John Peters, Emergency Management Coordinator, gave an update on the public/private partnership project. Mr. Peters said the next workshop will be scheduled in October with topics involving cyber terrorism. Mr. Peters also reported he is in the process of securing a grant for 2014 to conduct an infrastructure workshop.

Discussion on Time Warner Cable restricting access to Channel 25 for certain customers

Mr. Miskie explained Time Warner Cable's recent changes to services. He said residents with analog cable service will need a digital converter box or a newer television with a digital tuner in order to continue receiving the Government Access Channel and some other affected channels.

Discussion on purchase of tablets for Council members and Department Heads

City Clerk Hawes said that at the Committee of the Whole meeting in August, the Council suggested exploring tablets for Council members and Department Heads as part of a 2014 budget expenditure. Mr. Hawes said he has had discussion with Mr. Miskie about whether iPads or PC tablets would be a more suitable alternative. Mr. Miskie gave the reasons why he believed a PC-based tablet would be a better investment for the City. He said it would be able to integrate better with the City's Microsoft servers and network files. He said there would be too many work-arounds involved with the iPads.

The focus of the discussion changed to whether tablet devices were necessary for Council members and department heads. Chairman Milliette said he tried to view Council meeting packets on his iPad and it seemed too cumbersome. Alderman Hill said she didn't see a need for department heads to have tablet devices, except for those who work in the field, such as the building inspector. Mr. Miskie said it would be useful for staff who need to access information while attending meetings. Mr. Berndt commented that he has used both iPads and PC tablets; he said the decision should come down to what the intended use is and what makes the most sense. He said ultimately there should be a defined need for what is purchased.

After continued discussion, there was general agreement that tablet devices should be explored on a departmental basis and the devices need to work for the mission of the particular department. The devices could be purchased as replacement to existing laptop machines. At the Council level, the tablet device should be piloted prior to purchasing the devices for the whole Council. The Committee did not make a recommendation on a particular type of tablet.

Discussion on making Plan Commission meeting packets available to the public in electronic format

Chairman Milliette said he would like to gather more information about this topic before discussing.

Discussion on credit card processing at the beach

Chairman Milliette said he would like to talk about the possibility of using an iPad for processing credit cards at the beach. Alderman Hill said this topic was discussed at length earlier this year and the decision was to purchase three kiosks to process cash and credit card payments at the beach. Mr. Milliette did not pursue the item any further.

Discussion on items for 2014 budget

City Clerk Hawes said he would like to budget for some small upgrades to the City website to update the logo with the City seal and to change out the rotation of photos on the front page. Mr. Miskie explained the City's computer replacement program and other ongoing items that will be considered in the budget process.

Review of website statistics

City Clerk Hawes distributed statistics on viewership of the City's website from Google Analytics. He noted that the beach, parks and parking webpages receive the most viewers.

Set next meeting date

Chairman Milliette suggested the next meeting be held on the first Wednesday in November.

Adjournment

Berndt/Hill motion to adjourn at 5:59 p.m. Unanimously carried.

/s/ Michael Hawes, City Clerk

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