

BOROUGH OF FRANKLIN PARK
Technology Advisory Committee Meeting Minutes

July 6, 2023
7:00 PM Hybrid meeting w/Teams

Committee Members: Nate Dufresne, Annie Graziani, Fran Livingston, David Switzer, Bheema Vadlamuri

Roll Call

Present:

Nate Dufresne, Fran Livingston, David Switzer, Cindy Crain, Donna Platt, Andy Nock

Absent:

Annie Graziani, Bheema Vadlamuri

Old Business:

- Review previous meeting business / minutes
- Password info, 2fa, screen locks, VPN suggestions, password requirements, etc
- Password manager review

New Business:

1. Review current Borough website
2. Discuss potential options for pending website refresh/redesign
 - Cindy: Council requested exact password length, potential password managers, request it in memorandum format.
 - o Nate will make a Memo w/ specifics of what we suggested, pass around to the group and then provide to council
 - Reviewed current website
 - o Nate walked through the site (doesn't believe it is necessarily optimized for phones)
 - o CivicEngage – provides templates for the site, it includes a tiered hierarchy for offerings. You can get additional features/templates for additional cost.
 - § CivicEngage provides folks who show other options/tech available, but often different groups in Franklin Park couldn't always agree to how it should be done.

- o Nate suggests getting CivicEngage contact to call into the meeting to review tech/features that are available, efficiencies to be gained, etc.
- o Donna suggests some changes:
 - Shaler Township handles news differently (tile/icon graphics on the front, while Franklin Park has news embedded, and legal notices come up first so you have to scroll through them before news).
 - Picture on front page is a bit large/takes up room.
- o Andy Mentions the GIS map system, how it is buried and residents don't know where it is and often call in w/ questions that could be answered via this site.
- o Donna suggests she start emailing department heads monthly to ask them to suggest updates for their dept pages.
- o Andy: also can provide seasonal photos for the site that automatically will rotate based on time of year.
- o Donna will connect w/ CivicEngage :
 - o For a representative to join the next TAC meeting (likely September 2023)
 - o Do they have examples of sites they are proud of/get good response on?
 - o Andy provided examples of other services to Nate – (FOIA request related, mass alerts), perhaps we can have them overview that w/ next meeting. (The police use the main “alerts” area, so mass notifications could be helpful for other reasons – weather/changes in trash pickup/etc).
- Andy sent additional TAC related info
 - o Upgrade to Microsoft TEAMS premium for council & staff
 - o Nate: Has better security features + ”bells and whistles”.
 - o Andy: struggling w/ some security stuff for Teams. Suggests premium for certain users (council, etc.)
 - Small video conference room downstairs that could be used instead of current larger conf room (in case main room isn't available on different date).

IT was decided that due to people not being available we will skip the August TAC meeting.

Adjournment

Respectfully submitted,

TAC