



Ravenna City Council
Information Systems Committee Meeting Minutes
June 15th, 2020

The public meeting was held via Zoom and live streamed via YouTube. A video recording of the meeting can be found at: <https://www.youtube.com/watch?v=Ks4bEqhijjs>

Council present via Zoom: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting via Zoom: Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky; Water Superintendent, Tim Stephens, Quality IP, Katie Mazanek and Council Clerk, Chelsea Gregor

The Information Systems Committee Meeting was called to order at 6:35 P.M. by Chairperson, Cheryl Wood.

The first discussion item was a quote that was received from Quality IP for live streaming services and video cameras. Ms. Wood addressed the uncertainty of things at the moment, and the question of how long live streaming would be needed, along with adding the ability for different departments to be able to live stream directly from their departments. There was a quote for \$2,180.00 for the services involved with live streaming and added that there are several avenues to look at for permanent video equipment. Ms. Michael said that she thought that it was a good idea and stated that she has heard that the public has wanted live streaming, and this will be better technology for the residents. Mr. Kairis stated to clarify that the equipment would not just be used for now, but that its use would be on going. Ms. Wood added that even when Council is back in Council Chambers the meetings can still be live streamed which will allow people who cannot make it to Council meetings the ability to still view the meetings.

Mr. Kluge stated that initially the services were to live stream City Council, but then it was found that with the new phone system the services could be used across multiple departments. He added that although the cameras are quoted at almost \$3,000.00, there are third parties that offer the cameras at a fraction of the price. They are refurbished units that come from a reliable source.

Katie Mazanek explained the pricing quotes that Council received, and the licensing fees involved. Mr. Kairis inquired as to how the public at home could join a meeting and Ms. Mazanek explained that a link to join would be published through the Cisco meeting server and then it would stream through YouTube. Mr. Kairis questioned the purpose of having additional cameras besides the initial Council camera. Ms. Michael stated that various buildings, such as the Ravenna Athletic Center or the Water Plant, would benefit from having them so that they can join a meeting if they are unable to leave their building, or if quarantine continues.

Mr. Kairis was concerned about spending the extra money stating that additional cameras can be added on later, but that he supported live streaming in Council Chambers.

Ms. Mazanek stated that 25 meetings could occur at the same time with the new server. The new server and equipment would replace Zoom, which is what the City is currently using. She stated that it is a safe and reliable on-premise solution that the City would own.

Mr. Kairis reiterated his concern for purchasing 5 cameras. Mr. Kluge stated that the cameras come in 5 packs and that if one fails then there is a backup. The cost for the refurbished cameras would be \$1,000, which is significantly lower than purchasing them brand new. Mr. Moskun asked if the audio will be adaptable to the cameras and Mr. Kluge stated that it would work with the microphone system that Council Chambers currently has.

- The item was moved forward

There being no further business for discussion, the meeting adjourned at 6:55 P.M.

ATTEST:

Clerk of Council

**Cheryl Wood, Chairperson
Information Systems Committee**