



APPROVED Minutes of the Decennial Committee Meeting of Joliet Township
Joliet Township Decennial Committee Meeting
175 W. Jefferson St., Joliet, IL 60432
Tuesday, January 9th, 2024 / 4:30 P.M.

The decennial committee meeting was held at 175 West Jefferson Street in the Joliet Township government offices, Tuesday, January 9, 2024, at 4:35 PM. It was called to order by Supervisor Angel Contreras. The following official business was transacted:

The Supervisor led the Pledge of Allegiance to the flag. The Clerk called the roll as follows:

TRUSTEES:	Tanya Arias	Present
	Antione J. Edwards	Present
	Cesar Escutia	Present
	Raymond F. Slattery	Not Present
SUPERVISOR:	Angel Contreras	Present
CLERK:	Alicia Morales	Present
OTHER OFFICIAL:	Commissioner Vince Alessio	Present
PUBLIC MEMBERS:	Jesse Stiff	Present
	Jeremy Brzycki	Present

ALSO PRESENT:
Attorney Bryan Wellner
Deputy Clerk Estefany Bonilla

ESTABLISHMENT OF QUORUM: Supervisor Contreras begins explaining how out of the nine members, which includes the trustees who are not currently present, five members are present as of today, which creates a quorum to proceed with the meeting.

PUBLIC COMMENT: None.

DISCUSS TIMELINE, ASSIGNMENTS & REPORTS: Supervisor Contreras explains what has changed in the last three years aside from the programming which will be discussed in the next meeting on February 13, 2024. He elaborated on the structural improvement in the technology infrastructure to work better with the public. Improving communication exponentially as the township was not equipped with modern technology at the start. This would include an upgrade to the township’s security as a key card system was implemented to allow for safer access to the building. The key card system was an efficient tool for the township’s staff and community organizations to enjoy a smoother workflow and to better utilize the boardroom for their meetings and gatherings. The township manages one of the most historical cemeteries in Joliet. The township partnered with the Joliet Area Historical Museum and transferred all historical records to them. The township invested in an intern, software, and hardware to create an electronic database to properly preserve the archives. Clerk Morales provided her report on what helped improve the clerk’s office since the first year. She began to share, for example, if the township building were to catch on fire, then all physical records that were filed with the Will County office would be lost.

However, with the deep appreciation and assistance from the hired interns and guidance from Clerk Morales, they worked together during the first year on animal control's records, the highway commissioner's records and digitized everything electronically to keep it always backed up in real time to avoid losing them if catastrophes were to occur. It was an enormous undertaking from the clerk's office and a huge accomplishment as it made the workflow efficient for the Joliet Township Government. Commissioner Vince Alessio attests to assisting in this endeavor as many hours and days were made just to locate needed files manually by hand through all the archives. Collectively digitizing all the records has made the township's database more organized and easier to find. Clerk Morales added how Supervisor Contreras also upgraded the laptops for everyone and brought all the township's technology to the 21st century which the township didn't have access or the capacity to even do that in the beginning. During these changes a new attorney was hired to make sure the township can make changes within government statutes and to make sure they are followed properly. This created a more effective and efficient township as necessary upgrades were set and delivered to keep all data and records safe and to ensure an enhanced workflow for the staff. Supervisor Contreras gave an example of how past meetings, during the first year, were different and had improved ever since as reports used to be passed out on clipboards on the same day of the meeting. After noticing how inefficient this was all reports were digitized and shared in advance over the weekend to all official board members of the township to review and bring forth feedback. This upgraded method has helped the township tremendously. Not only were the board meetings digitized, but they would also be recorded and uploaded to broadcast to the public how the board meetings went. Community Member Jeremy Brzycki wanted to know how efficiency is defined in terms of governmental committees. Supervisor Contreras explained how these improvements have examples to compare from long-established systems that no longer serve the township and required new systems to be put in place to enhance the efficiency of the township. Trustee Arias inquired if there was another method of letting the community be aware of these scheduled meetings in advance. Supervisor Contreras communicated, aside from announcing the scheduled meeting through the newspaper, how he recommends all the members and the audience to invite individuals to the next meeting to provide input. Trustee Edwards agrees to the proclaimed idea and is eager to establish this form of communication with the public.

ANNOUNCE SCHEDULE REQUIREMENTS & SET UP NEXT MEETING DATE: The next scheduled meetings will be held February 13th and March 12th of 2024 at 4:30 PM.

SURVEY OF RESIDENTS – INPUT ON MATTERS DISCUSSED: None.

ADJOURNMENT: Supervisor Contreras asks for a motion to adjourn. Community Member Jessie Stiff motions. Community Member Jeremy Brzycki seconds. Motion Carry.¹

The meeting adjourned at 4:51 PM.

Respectfully submitted,



Alicia Morales
Town Clerk

¹ Roll call Vote: Ayes (8) Trustee Arias, Trustee Edwards, Trustee Escutia, Community Member Jesse Stiff, Community Member Jeremy Brzycki, Highway Commissioner Vince Alessio, Supervisor Contreras, and Clerk Morales. Nays (0).