



CHARTER TOWNSHIP OF MERIDIAN
Communications Commission Regular Meeting **DRAFT** minutes
Wednesday, September 28, 2022 | 6:00 pm

PRESENT: Chair, Tunga Kiyak; Commissioner, Leslie Charles; Commissioner, Lisa Whiting-Dobson; Commissioner, Brian Seipel
ABSENT: Vice Chair, Walter Benenson; Alternate Commissioner, Mike Nevells
STAFF: Samantha Diehl, Communications Manager
TOWNSHIP: None
COUNSEL: None
COMCAST/AT&T: None

1. CALL MEETING TO ORDER

Chair Kiyak called the meeting to order at **6:05 pm**.

4. APPROVAL OF AGENDA

Commissioner Whiting-Dobson moved **TO APPROVE THE AGENDA AS SUBMITTED**.
Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously.

5. APPROVAL OF MINUTES

Commissioner Whiting-Dobson moved **TO APPROVE THE MINUTES FOR WEDNESDAY, SEPTEMBER 28, 2022 REGULAR MEETING**. Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously.

6. COMMUNICATIONS MANAGER REPORT

Manager Diehl reviewed the 3rd quarter report. The Multimedia Production & Operations Specialist vacancy will be filled by mid-October.

Road construction updates/social media posts were done consistently over the summer/fall.

Ingham County Broadband Survey extended until October 1.

Town Hall Room Upgrades will begin November 19; it will only be a partial installation until the final control panel comes in December.

Wetland Campaign to continue through the year.

Marketing efforts for Township events: pancake breakfast, fall electronic recycling event, Meridian Heritage Festival; push information about the November election. Assist the Police and Fire Departments with recruiting efforts.

HOMTV awarded first place in the NATOA Government Programming Awards for the Public/Community Meetings category.

Manager Diehl was awarded a scholarship to attend the Alliance for Community Media's Annual Conference in June 2022.

HOMTV web stream was experiencing low bandwidth issues, but signed a contract with Comcast for them to upgrade the modem.

HOMTV will be providing Your Choice 2022 election coverage. Candidate interviews began and will air until Election Day. For the August election, full coverage was not available due to staff member changes/illness, but 3 ballot proposal interviews were completed.

Manager Diehl discussed the staffing issues regarding the internship and how it is difficult to retain talent when the internship is unpaid.

7. COMMISSION MEMBERS REPORTS AND ANNOUNCEMENTS

Communications Chair:
None.

Township Board Liaison:

None.

Commissioners Report:

Commissioner Charles noted that 'A Prime Community' sounded like a retirement community. Commissioner Whiting-Dobson suggested having a Township staff liaison for cable complaints and problems they have; suggested promoting how people can submit cable complaints.

8. ACTION ITEMS

None.

9. DISCUSSION ITEMS

A. Appointment of Alternate Communications Commissioner

Commissioners stated they would like to wait for more applicants before moving forward; want to make sure candidates meet the requirements.

10. COMMUNICATIONS

A. Compliments/Complaints

Manager Diehl provided two complaints that were filed in August.

Former Manager Yates gave a tour to local Girl Scout troop and received a hand-written card.

B. Correspondences

None.

11. REPORTS

A. Video Service Provider(s)

None.

B. Programming

Program totals and video on-demand analytics were shared in the packet.

C. Website & Social Media

None.

D. Promotions/Publications

None.

E. Finance

None.

F. HOMTV Internship/Alumni

None.

12. PUBLIC REMARKS

None.

13. ADJOURNMENT

Chair Kiyak moved **TO ADJOURN THE MEETING**. Seconded by Commissioner Seipel.

VOICE VOTE: Motion carried unanimously

Chair Kiyak adjourned the meeting at 6:47 pm.