

Cable Communications Commission Regular Meeting Minutes
DRAFT

Administrative Conference Room
Meridian Municipal Building, Okemos, MI
April 2, 2014

Present: Commissioners: Walter Benenson, Patrick Crowley and Brian Seipel
Staff: Deborah Guthrie
Township: Ron Styka
Comcast: John Gardner
AT&T: None
Haslett Schools: None
Okemos Schools: None

Call Meeting to Order: Chair Benenson called the meeting to order at **6:05 pm**.

Approval of Agenda:

Chair Benenson moved TO APPROVE THE AGENDA. Seconded by Commissioner Seipel.

Voice vote. Motion carried unanimously.

Approval of Minutes:

Chair Benenson moved TO APPROVE THE MINUTES OF FEBRUARY 26, 2014 AS SUBMITTED. Seconded by Commissioner Crowley.

Voice vote. Motion carried unanimously.

Public Remarks:

No Public Present

Communications: Please refer to items in packet. No additional items to report.

Old Business:

1. Audits: Communication Director Deborah Guthrie reported to the commission that the AT&T audit was filed and AT&T accepted the non-disclosure agreement so auditors are currently looking at how PEG fees and franchise fees are calculated and the results are supposed to be in by June.
2. Special Committee Interim Chair's Report: The special committee meeting was cancelled last week, so no new information to report.

New Business:

1. Resolution of Support Regarding PEG Fees: Director Guthrie provided a Resolution of Support and memo regarding the support of PEG fees. The California General Assembly recently introduced a Joint Resolution that urges the U.S. Congress to amend the federal Cable Act, 47 U.S.C. Sec. 542 to allow localities to decide how best to use PEG funding. Passing the federal law amendment would ensure that PEG funding can be used for any purpose related to public, educational or government use of the cable system, as is permitted by Michigan state law. Director Guthrie encouraged the commission to approve the resolution.

Commissioner Seipel moved TO APPROVE THE RESOLUTION OF SUPPORT REGARDING PEG FEES. Seconded by Commissioner Crowley.

Voice vote. Motion carried unanimously.

Reports:

- Cable Compliments/Complaints: Please refer to items in packet. No additional items to report.
- Video Service Provider(s): Comcast Representative John Gardner announced the 2nd Annual Xfinity Watchathon Week from March 31 – April 6. It was a week long all access pass for Xfinity customers to watch full, current or most recent seasons of favorite television episodes.

Gardner presented an Internet Essentials booklet to the commission that outlined the status of the program. He reported that the program has connected more than 300,000 families - over 1.2 million low-income Americans – to the internet at home and the program will be extended indefinitely.

Gardner announced on April 26th the Annual Comcast Cares Day event in Lansing at the Cristo Rey Community Center.

Director Guthrie suggested Gardner make a short presentation to the Township Board during an upcoming meeting about the Internet Essentials program. She also suggested Comcast provide an informal public service forum for residents to attend.

- Communications Director's Report: Director Guthrie reported that she currently serves on the National Board for NATOA and has decided not to run for another two year term because the position is very time consuming and she will focus her energy on franchise renewals. She also stated that California's NATOA group (SCAN NATOA) has invited her to fly there in June and provide a presentation on channel imaging and branding through social media.
- Chair's Report: Nothing to report.

- Township Information: Township Liaison Ron Styka reported that the Township Board recently voted to approve the new fire station. He also updated the commission on the Okemos downtown development.
- Programming: Director Guthrie reported that she re-hired HOMTV alumni member and Reporter for WILX Channel 10 Josh Sidorowicz as a Freelancer and he will be starting this week hosting programs.
- Viewership/Promotions: Director Guthrie informed the commission that staff is helping to promote and create print materials for the Celebrate Downtown Okemos event in June. In addition, staff is working on the Spring Meridian Monitor newsletter and moved up production by one week to make sure the brush pick up program information was accurate and timely.
- Finance: Please refer to items in packet. No additional items to report.

Other Business & Announcements:

Nothing to Report.

Future Agenda Items:

Nothing to Report.

Public Remarks:

No remarks from the public.

Adjournment:

Commissioner Crowley moved TO ADJOURN THE MEETING. Seconded by Commissioner Seipel.

Hearing no objections, Chair Benenson ADJOURNED THE MEETING AT **7:00 p.m.**

NEXT MEETING:

The next scheduled meeting is Wednesday, July 30, 2014 in the Administrative Conference Room.