



CITY OF GERMANTOWN TENNESSEE

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Germantown Telecommunications Commission Meeting

Wednesday, August 12th, 2009
Administrative Conference Room – 6:00P.M.

MEMBERS PRESENT: Jack Parnell (Vice-Chairman), Sandra Abel, Bill Brody, Rik Ditter, Rodney McKelroy, Donna Chandler Newman and Danish Siddiqui.

MEMBERS ABSENT: Tony Fischer (Chairman)

PRESENT BMA LIASON: Alderman Ernest Chism

PRESENT STAFF LIASON: Kristen Geiger, Assistant City Administrator, Finance & General Services
Stephanie Logan, Technical Services Coordinator, Finance & General Services

PRESENT NON MEMBERS: Frank Bluestein, GHS-TV Executive Director
Otha Brandon, Comcast, Director of Government Affairs
William Street, Co-General Manager, GHS-TV
AJ Hines, Co-General Manager, GHS-TV

CALL TO ORDER

Vice-Chairman Parnell called the August 12th, 2009, Telecommunications Commission to order at 6.06pm. A roll call was conducted and a quorum was established.

MINUTES

Vice-Chairman Parnell called for the approval of the July 8th, 2009 Telecommunications Commission Minutes.

****MOTION ***

Bill Brody made a motion, seconded by Sandra Abel, to approve the Minutes with corrections - William Street be marked as present. The Motion passed unanimously. It was also noted that there was a vacancy on the Telecommunications Commission.

COMCAST REPORT

Otha Brandon began his report.

10,276 Comcast cable subscribers for July, 2009

- Down 30 Subscribers from June 2009
- Down 14 subscribers from July, 2008

Otha Brandon spoke about the new channel line-up and listed the new channel numbers. He also discussed the gradual migration process of analog channels to digital lineups over time. He stated Comcast sent out notices to Customers listing all the new channel line-ups and numbers, in addition to posting them on the website and on the weather channel. Donna Chandler Newman asked if the City had received all back funds for the error in calculation over the last year (as discussed in the previous meeting). It was discussed that the City Finance Director, Ralph Gabb, was involved and felt comfortable with the accountability. Drop Bury report reasons are being captured for year-end reports. It was also noted that Otha Brandon would be added to the email list to receive minutes, agenda's and other Telecom information.

GHS-TV REPORT

Frank Bluestein said that he wanted to comment on record about the 301 additional Comcast subscribers – It was stated by Ralph Gabb that the mistake was from the beginning of the year. Frank Bluestein then stated the July 2009 monthly statistics for GHS-TV: GHS-TV cablecast 744 hours of monthly programming, 70 non-repeat local and national television shows cablecast. The number of television shows produced locally by GHS-TV for the 2009/2010 season was 4. Total number of shows taped in July was 8. This was the beginning of the new Fiscal Year. The next meeting of the Foundation will be held on August 25th 2009. GHS-TV and Comcast were in talks about getting a proposal from the Engineer on how to facilitate getting the GHS-TV signal out to Collierville and vice-versa. The new Studio Switcher is in and testing and installation will begin soon. Frank said that he had received a letter from AT&T regarding the new service in Germantown – GHS-TV will be on Channel 99. It was questioned whether AT&T should be present at the Telecom meetings. Kristen Geiger said that Patrick Lawton has requested a letter be drafted to AT&T representatives expressing the requirements of GHS-TV.

INFORMATION TECHNOLOGY

Kristen Geiger began her review of the update, highlighting the major points in the report.

Kristen Geiger stated that Alderman Billingsley requested an update on the website progress be given to the Telecommunications Commission. She stated that she was being as forthright and transparent in presenting information and an update on the website project was given to the Commission last month. She also invited any member to please contact her if they have any questions or would like to come in for a tour.

Donna Chandler Newman stated that she had contacted Alderman Billingsley but it was regarding the Agenda's and the Minutes from the BMA were not kept up to date on the website, it wasn't to ask for an update on the new website. Kristen Geiger said she would inquire as to the status of postings but to please feel free to contact her so she could try and address any issues quickly.

INFORMATION TECHNOLOGY (Cont'd)

Frank Bluestein and Kristen Geiger will meet next week regarding streaming and they will bring back information for the Sub-Committee.

REVIEW OF APPLICATIONS for VACANCY

Three applications were received. It was discussed amongst Members who would be put forward for approval by the BMA. It was decided that Kenneth Ketcham would be put forward for approval.

SUB-COMMITTEE UPDATE – COMCAST RELOCATION OF CUSTOMER SERVICE CENTER

Bill Brody stated that he had sent a report to the Chairman but that it had not shown up as part of the meeting agenda. It was decided to distribute copies of the report to Members and discuss at the next meeting and make a formal recommendation.

ANY OTHER BUSINESS

Donna Chandler Newman stated that Commission Members had asked Otha Brandon for a tour of the new building and was wondering when this be. Otha Brandon stated that he would make arrangements for a tour some time on October.

ADJOURNMENT

****MOTION****

Vice-Chairman Parnell called for a motion to adjourn the meeting. Sandra Abel made a motion, seconded by Donna Chandler Newman. Motion passed unanimously.