



CITY OF GERMANTOWN TENNESSEE

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Telecommunications Commission Meeting

Wednesday, November 11th, 2009
Administrative Conference Room – 6:00P.M.

- MEMBERS PRESENT:** Tony Fischer (Chairman), Bill Brody, Sandra Abel, Rik Ditter, Rodney McKelroy, Kenneth Ketcham, Jack Parnell (Vice-Chairman) and Danish Siddiqui
- MEMBERS ABSENT:** Donna Chandler Newman
- ALDERMAN LIASON:** Alderman Ernest Chism
- PRESENT STAFF LIASON:** Kristen Geiger, Assistant City Administrator, Finance & General Services
Stephanie Logan, Technical Services Coordinator, Finance & General Services
Stacey Ewell, Marketing Communications Manager
Ralph Gabb, Finance Director
- PRESENT NON MEMBERS:** Otha Brandon, Comcast, Director of Government Affairs
Frank Bluestein, GHS-TV Executive Director
A J Heinz, GHS-TV Co-General Manager
William Street, GHS-TV Co-General Manager

CALL TO ORDER

Chairman Fischer called the November 11th, 2009, Telecommunications Commission to order at 6.01 p.m. A roll call was conducted and a quorum was established. Guest speakers were introduced to the Commission.

MINUTES

Chairman Fischer called for the approval of the October 14th, 2009 Telecommunications Commission Minutes.

****MOTION ***

Bill Brody made a motion, seconded by Jack Parnell, to approve the October 14th, 2009 Telecommunications Commission Minutes. The motion passed unanimously.

WEBSITE DEMONSTRATION

Stacey began her website demonstration. She spoke about the new changes and updates that have been made. Colors have been updated. There is now a visiting, a doing business and a living tab. She reviewed the main page and the calendar. She stated that at least two staff members in each department have been trained to edit the website and Vision was on site for days to train City staff and we continue to keep in contact and ask lots of questions. Currently the Go Live date is January 5th 2010.

COMCAST

Kristen Geiger discussed the meeting with Otha Brandon and what had come from the negotiations. She mentioned that she had requested fiber from City Hall and the FS4 for redundancy with Court and Police.

Comcast will provide 6/30 numbers for the Commission.

Commission Members discussed recommending conducting an audit of Comcast numbers to go forward.

****MOTION ***

Jack Parnell made a motion, seconded by Sandra Abel to request the City to audit Comcast as per franchise agreement. The motion passed unanimously.

GHS-TV REPORT

Frank Bluestein stated the October 2009 monthly statistics for GHS-TV: GHS-TV cablecast 744 hours of monthly programming, 75 non-repeat local and national television shows cablecast. The number of television shows produced locally by GHS-TV for the 2009/2010 season was 36. The total number of programs produced for the Access Together Project for the 2009/2010 is 35.

Frank stated that GHS-TV will not agree to written document until clarity on who pays for ATT issues-labeling u-verse equipment.

Frank Bluestein and Kristen Geiger will get back with the Commission on the results of the meeting with the lawyers.

IT REPORT

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

- SunGard conversion continues to be priority for the IT staff. Training for the new platform has been scheduled and provided to the employees for scheduling staff attendance. Employees continue testing access and functionality. Training on the Utilities module has already been completed. Staff was provided general instructions on changes between the two platforms as well answers to specific questions. Training was in a webinar format on the test site created.

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- The City web site calendar updates are continuing through 2010. Staff is working on “cleaning up” the departmental pages of the new website. Go-Live is anticipated for the first week of January 2010.
- The Police Department is now set up with CrimeReports.com and Command Central to gather and inform our citizenry about crime in our community. This information will also be useful to Police staff to gather statistical data involving crimes in our area.
- Locution and New World System continue to work through interface communication issues. We have established weekly meetings to open communication lines between the two vendors and City staff as well as help with timeline reports for project completion.
- Internet access is now faster and more controlled thanks to the installation of the internet filtering device. This equipment will allow the user access to the internet without the need to “authenticate” and will not “time-out” after 2-4 hours of use as was the normal course of action with the prior system.

SUB-COMMITTEE UPDATE

Rik Ditter stated that the sub-committee update on the streaming will be scheduled for a follow up meeting. They will also be a touring both the City and GHS-TV so that we can consolidate for the next meeting.

ANY OTHER BUSINESS

Commission members were reminded about Commission Dinner on November 1st 2009.

Commission member were also asked to fill out a new application if they wanted to serve on the commission again next year.

ADJOURNMENT

****MOTION****

Chairman Fischer called for a motion to adjourn the meeting. Sandra Abel made a motion, seconded by Rodney McKelroy. Motion passed unanimously.