



CITY OF GERMANTOWN TENNESSEE

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Telecommunications Commission Meeting

Wednesday, January 9th, 2013 – 6:00 pm
Administrative Conference Room, 1930 S Germantown Road

MEMBERS PRESENT: Ald. Rocky Janda, Tom Messenger, Ken Ketcham, Dan McCleary, Jack Parnell, William Stevens and Kurt Weil

MEMBERS ABSENT: Sandra Abel

PRESENT STAFF LIASON: Tony Fischer, IT Director
Stephanie Logan, Technical Services Coordinator

PRESENT NON MEMBERS: Frank Bluestein, GHS-TV Executive Producer
Blake Tutor, GHS-TV Co-Manager
Lucy Fulliton, GHS-TV Co-Manager

Call To Order

Chairman Ketcham called the January 9th, 2013, Telecommunications Commission to order at 6:02 p.m. Tony Fischer conducted a roll call and it was noted that a quorum had been established.

Chairman Ketcham questioned why there were only eight members in the Telecom Commission; Tony Fischer replied that this was because only eight people had applied to be on the commission. Alderman Janda stated that was the case and asked if anyone knew any people that might be interested and to have them apply.

Chairman Ketcham introduced the new members to the Commission.

Approval Of Minutes

Chairman Ketcham called for the approval of the October, 2012 Telecommunications Commission Minutes.

****MOTION****

Kurt Weil made a motion, seconded by Jack Parnell, to approve the October, 2012 Telecommunications Commission Minutes. The motion passed unanimously.

Chairman Ketcham called for the approval of the November, 2012 Telecommunications Commission Minutes.

****MOTION****

Jack Parnell made a motion, seconded by Kurt Weil, to approve the November, 2012 Telecommunications Commission Minutes. The motion passed unanimously.

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Vice Chairman

****MOTION****

Chairman Ketcham asked for a recommendation for the position of vice chairman. Kurt Weil nominated Jack Parnell as Vice chairman and Dan McCleary seconded – the motion passed unanimously.

GHS-TV Report

Frank Bluestein stated the January 2013 monthly statistics for GHS-TV: Germantown Community Television cablecast 720 hours of programming. The total number of non-repeat local and national television shows by show title cablecast is 71. The total number of local and national television shows by number of airings per month cablecast is 224. The total number of shows that were cablecast is 255. The total number of television shows/taped reports/special projects produced locally is 19. The total number of television shows/taped reports/special projects produced locally for the 2011-2012 season is 129. The total number of programs produced for the Access Together Project for 2011-2012 seasons is 56.

Alderman Janda asked if the reason that DVR recordings do not record was because of the lack of display. Mr. Bluestein replied yes that the list is vague for all stations. They have added the programming to their website and several local newspapers.

IT Report

Tony Fischer reviewed the IT update and briefly overviewed it for new members.

- **Public Safety Radio System** – Work continues for the Public Safety Radio System Project and Go Live is scheduled for January 15th. Final testing is currently underway with the radio configurations under varying conditions and in multiple locations.

Radio Console training has taken place for Communications Center staff. Additional training will take place once the system is fully operational and radios are configured.

- **New World CAD Upgrade** – New World consultants continue to conduct on-site training and software installation/configurations. Training and system configuration is expected to continue on various components of the system over the next 6-9 months.
- **Google Apps** – Staff is continuing to work with the Google Apps vendor. Final recommendations will be presented for BMA approval at the January 14th BMA meeting. System deployment is anticipated during the 4th Quarter.

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Old/New Business

Chairman asked if the city had received any response on the audit letter sent in November. Tony Fischer said that we had received a letter stating that COMCAST had received the letter but as yet had not had a response to its findings.

Chairman Ketcham provided an overview of the franchise from the 1996 agreement, section 19, and the new state franchise and what this audit time frame is based upon.

Chairman Ketcham stated that he would get the ordinance information.

Chairman Ketcham asked if the city had had an update from Barry Orton regarding the COMCAST display issue. Tony Fischer refreshed everyone's memory that we were waiting for a response from the audit before we reengage on the display issue.

Chairman Ketcham provided an overview of the Knoxville encoder issue before the TRA for review. TRA ruled in favor of the city of Knoxville today. They have 30 days to replace or there will be a \$1,000 penalty per day.

Reverse 911 – Nothing new.

Low Power FM – available around October. Frank Bluestein asked for assistance from the commission.

2012 annual recap has been submitted to admin and to BMA.

Ethics training/certifications. Tony Fischer stated that all ethics forms must be turned in by the end of the next meeting.

Tony Fischer handed out access key cards to new members.

Adjournment

Chairman Ketcham called for a motion to adjourn the meeting.

****MOTION****

Jack Parnell made a motion, seconded by Kurt Weil. The motion passed unanimously.