



# CITY OF GERMANTOWN TENNESSEE

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## **Telecommunications Commission Meeting**

Wednesday, June 9, 2010 – 6.00 pm  
Administrative Conference Room – 1930 S Germantown Rd

**MEMBERS PRESENT:** Sandra Abel, Bill Brody, Alderman Ernest Chism, Rik Ditter, Tony Fischer, Rodney McKelroy, Ken Ketcham, Donna Chandler Newman, Jack Parnell and Danish Siddiqui

**MEMBERS ABSENT:** None

**PRESENT STAFF LIASON:** Kristen Geiger, Finance & General Services Division Director  
Stephanie Logan, Technical Services Coordinator, Finance & General Services

**PRESENT NON MEMBERS:** Frank Bluestein, GHS-TV Executive Director  
AJ Heinz, GHS-TV Co-General Manager  
William Street, GHS-TV Co-General Manager  
Matt Sloan, New GHS-TV General Manager

### **CALL TO ORDER**

Chairman Newman called the June 9, 2010, Telecommunications Commission to order at 6.00 p.m. Stephanie Logan conducted a roll call and it was noted that a quorum was established.

### **MINUTES**

Chairman Newman called for the approval of the May 12, 2010 Telecommunications Commission Minutes.

### **\*\*MOTION\*\***

Ken Ketcham made a motion, seconded by Jack Parnell, to approve the May 12, 2010 Telecommunications Commission Minutes. The motion passed unanimously.

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### **CHAIRMAN COMMENTS**

Chairman Newman stated that she wanted it noted that it was Tony Fischer's and Sandra Abel's birthday, and she thanked them for coming to the meeting. She noted that it was Bill Brody's 28th wedding anniversary. She also thanked Commission Members for reapplying for next year.

Chairman Newman stated the Telecom Meeting would be sticking to the agenda and if anyone had any kind of comments e.g. personal COMCAST issues etc then she would be willing stay after the meeting to discuss them as she did not want use Telecom time to discuss personal matters.

### **COMCAST REPORT**

Otha Brandon was not in attendance at the meeting. The drop bury report was handed out.

### **GHS-TV REPORT**

Frank Bluestein stated the April 2010 monthly statistics for GHS-TV: Germantown Community Television cablecast 744 hours of programming during the month of April 2010. The total number of non-repeat local and national television shows by show title cablecast is 75. The total number of local and national television shows by number of airings per month cablecast is 189. The total number of television shows/taped reports/special projects produced locally is 16. The total number of television shows/taped reports/special projects produced locally for the 2009-2010 season is 333. The total number of programs produced for the Access Together Project for 2009-2010 seasons is 102.

Frank Bluestein stated that there was not much to report. He noted that a meeting was held in May 2010, and that the \$270,000 in the account would be spent on cameras very soon.

There are still pending issues regarding the internet service, Frank asked Chairman Newman to get with Otha Brandon in that regard.

GHS-TV Business plan – Frank Bluestein is putting together information for Patrick Lawton. Once this is complete the information will go to the legal department for review.

It was noted that this would be the last meeting that A.J. Heinz and William Street. The new General Manager, Matt Sloan was introduced to the Commission. Chairman Newman thanks A.J and William for their efforts over the past year and wished them both well.

### **IT REPORT**

Kristen Geiger and Stephanie Logan began the IT Report.

The City website logged 7,138 visits and over 27,000 page views over the last week. The e-notification tool has 237 users. Open City Hall will soon be added to the website. SunGard Stormwater programming changes continue. The initial data merge to create the test files has occurred and the first phase of testing will begin in the next few days.

The second visit for SunGard Code Enforcement Module training is scheduled to take place next week. The entire Code Compliance team has been busy completing their "homework" in preparation of this visit.

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### **IT REPORT CONT'D**

The first visit for the SunGard Work Order system and Contact Management system has taken place. The SunGard trainer spent time with each department during her initial visit to gather information on how the new systems could be used to assist them in their daily jobs. The information gathered from this visit will be used to compile a Business Analysis for each area and to build the system in subsequent visits.

The temporary fiber connection at Fire Station 4 was severed and had to be repaired. Representatives from Comcast, the vendor, Fire Department staff and IT worked to reestablish the connection. Should the connection become severed again in the future, a new fiber run will be required.

Software purchased for The Great Hall during FY09 for implementation in FY10 has been reviewed for functionality from a technical and financial standpoint. Based on our findings the system is capable of demonstrating the facility's assets, items available for rent, dates the facility is available for rent and is user friendly for the citizen and employee. The system is also capable of invoicing the client, interacting with a third-party vendor for on-line payment processing as well as generating revenue and expense reports. This information has been provided to the Key Business Executive over The Great Hall for their ultimate decision on whether to use the software or move to find a different vendor.

A new server is being put into place to separate the Blackberry Server software and New World Mobil software. Frequent upgrades to the Mobil software for the Police Department are difficult with both systems housed on the same server. This will allow IT and Police staff the ability to address updates and changes in a timely manner.

Code Red – a Sub-Committee will be set up in July 2010, it will be headed up by Tony Fischer and Jack Parnell.

It was noted that the real estate pages on the website were two months out of date.

It was also noted that there is a cable overhanging the green turn light from Poplar Ave onto Germantown Road.

### **OLD BUSINESS**

Already covered under the reports section.

### **NEW BUSINESS**

COMCAST – Kristen Geiger stated that she had spoken with Otha Brandon and that it was very expensive to run the back-up fiber connection between City Hall and the new fire station. She also stated that she was reluctant to go to the board to ask for a variance for COMCAST to move their facility, and that when the line is finally run that the City does not want to pay monthly for this service.

GOOGLE FIBER – Nothing to report. This item will be tabled until fall.

AUDIT – As soon as we get a decision on how we get the customers numbers then we should have a ruling from Tom Cates.

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**NEW BUSINESS (CONT'D)**

Rik Ditter stated that COMCAST dropped online payments for business customers that were not logging in using a COMCAST email address, citing some security issue. He said that he had spoken to Otha Brandon in this regard.

Rik Ditter also stated that he would like to see the ATT U-VERSE system. Chairman Newman stated that she would contact Chuck Thomas and arrange a viewing.

**ADJOURNMENT**

**\*\*MOTION\*\***

Chairman Newman called for a motion to adjourn the meeting. Sandra Abel made a motion, seconded by Jack Parnell. The motion passed unanimously.