



CITY OF GERMANTOWN TENNESSEE

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Telecommunications Commission Meeting

Wednesday, July 14, 2010 – 6.00 pm
Administrative Conference Room – 1930 S Germantown Rd

- MEMBERS PRESENT:** Sandra Abel, Rik Ditter, Tony Fischer, Ken Ketcham, Jack Parnell and Danish Siddiqui.
- MEMBERS ABSENT:** Bill Brody, Ald. Ernest Chism, Rodney McKelroy, Donna Chandler Newman.
- PRESENT STAFF LIASON:** Kristen Geiger, Finance & General Services Division Director
Stephanie Logan, Technical Services Coordinator, Finance & General Services
- PRESENT NON MEMBERS:** Otha Brandon - COMCAST
AJ Heinz, GHS-TV Co-General Manager

CALL TO ORDER

Vice-Chairman Parnell called the July 14, 2010, Telecommunications Commission to order at 6.00 p.m. Kristen Geiger conducted a roll call and it was noted that a quorum was not established at this time.

COMCAST REPORT

Otha Brandon reviewed the COMCAST handouts. He stated that 2 DTA's will be provided free per house and that each additional DTA will be \$1.99 per month after all channels have gone digital. Scheduled for implementation during the 4th quarter.

He also stated that there had been 41 Leaders and Achievers recipients this year.

A discussion regarding DTA convertors and customer service ensued between Members and COMCAST.

MINUTES

After the late arrival of one of the Members, a quorum was established and Vice-Chairman Parnell called for the approval of the June 9, 2010 Telecommunications Commission Minutes.

****MOTION****

Sandra Abel made a motion, seconded by Danish Siddiqui, to approve the June 9, 2010 Telecommunications Commission Minutes. The motion passed unanimously.

Telecommunications Commission

July 14, 2010

Page 2

GHS-TV REPORT

AJ Heinz stated the June monthly statistics for GHS-TV: Germantown Community Television cablecast 720 hours of programming during the month of June 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 3. The total number of television shows/taped reports/special projects produced locally for the 2009-2010 season is 336. The total number of programs produced for the Access Together Project for 2009-2010 seasons is 102.

There were no changes to the Foundation Report.

IT REPORT

Stephanie Logan began the IT Report.

- Third visit for Code Enforcement module scheduled for first week in August.
- Second visit for SunGard Work Order system and Contract Management is currently taking place.
- Staff has begun testing Stormwater Database.
- A new file server has been ordered to house the City's GIS information.
- HR dept is examining the HR Module of SunGard.

OLD BUSINESS

Kristen Geiger stated the Old Business.

- Budget approved at the end of June.
- \$ approved for Radio Consultant looking at 700 or 800 system (meeting scheduled for Aug 3).
- Contractual Agreement with GHS-TV is under review.
- COMCAST Customer Service location drop box; backup line and monthly service fee.

ATT GHS-TV - No movement.

COMCAST audit has been given the green light.

CODE RED – Sub-Committee Members Danish Siddiqui, Tony Fischer, Bill Brody and Jack Parnell (Kristen will send an email to sub-committee members).

NEW BUSINESS

None at this time.

ADJOURNMENT

****MOTION****

Vice-Chairman Parnell called for a motion to adjourn the meeting. Sandra Abel made a motion, seconded by Tony Fischer. The motion passed unanimously.