



# CITY OF GERMANTOWN TENNESSEE

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## **Telecommunications Commission Meeting**

Wednesday, November 10, 2010 – 6.00 pm  
Administrative Conference Room – 1930 S Germantown Rd

**MEMBERS PRESENT:** Sandra Abel, Alderman Ernest Chism, Tony Fischer, Ken Ketcham, Chairman Donna Chandler Newman and Danish Siddiqui

**MEMBERS ABSENT:** Bill Brody, Rik Ditter, Rodney McKelroy and Jack Parnell

**PRESENT STAFF LIASON:** Kristen Geiger, F&GS Division Director  
Ralph Gabb, Finance Director  
Stephanie Logan, Technical Services Coordinator, F&GS

**PRESENT NON MEMBERS:** Frank Bluestein, GHS-TV Executive Director  
Taylor Williams, GHS-TV Co-Director  
Matt Sloan, GHS-TV Co-Director

### **CALL TO ORDER**

Chairman Newman called the November 10, 2010, Telecommunications Commission to order at 6:01 p.m. Kristen Geiger conducted a roll call and it was noted that a quorum had not been established.

### **MINUTES**

Chairman Newman stated that the Commission was unable to approve the October 13, 2010 Telecommunication Minutes as there was not a quorum present at that time.

### **CHAIRMAN COMMENTS**

Chairman Newman stated that the next meeting would be a Holiday Gathering at her own residence. She also noted that if the members wanted to be on the commission next year that they would need to reapply by December 1<sup>st</sup>.

### **COMCAST AUDIT**

Chairman Newman stated that the COMCAST Audit was being consolidated by Ralph Gabb and Ken Ketcham and introduced Mr. Gabb to the commission.

Ralph began his review of the audit and the confidential agreement. He stated that Ken Ketcham caught a point that would have limited our audit search, which was then addressed in the agreement and sent back for signatures.

**COMCAST AUDIT (Con'td)**

It was stated that the audit was moving forward and that Comcast were in the process in compiling information.

Chairman Newman asked if maybe this Audit should have been started earlier, there then followed a discussion by members regarding this.

Mr. Gabb stated that he would call Otha again and see how things stood.

**COMCAST REPORT**

Chairman Newman stated that Otha Brandon was unable to make the meeting but she handed out the Drop Bury Report for member to peruse.

**GHS-TV REPORT**

Frank Bluestein stated the September 2010 monthly statistics for GHS-TV: Germantown Community Television cablecast 744 hours of programming during the month of September 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 38. The total number of television shows/taped reports/special projects produced locally for the 2010-2011 season is 103. The total number of programs produced for the Access Together Project for 2010-2011 seasons is 40.

Mr. Bluestein also discussed GHS-TV's exit poll results on early Voting and on Election Day.

**IT REPORT**

Kristen Geiger began her report.

- Electronic Notification System – BMA granted requested to use Competitive Sealed Proposal Process at the Oct 25 meeting.
- Extranet – Contracts have been completed.
- SUNGARD – Work Order & Contract Management System conducting the 6<sup>th</sup> and final week of on-site training. Going Live today.
- RFP Consulting Services – The RFP has been sent out for consulting services – proposals due on Nov 11<sup>th</sup>.
- Comcast Move – Still waiting to hear from Scott Crosby.
- SUNGARD Module II – Stephanie Logan spoke about the Fleet Module and HR Module and stated that she would like the commission to help implement this. She stated that she would get some information out to members and that hopefully it would be voted on at the next meeting. A discussion ensued amongst members regarding the Module and Kristen stated that she would provide some more information at the next meeting.

**OLD BUSINESS**

Frank Bluestein spoke about the approval of the City contract and stated that it had been passed unanimously. Mr. Bluestein said that he was still waiting for the Contract from Patrick Lawton; Kristen Geiger said that she would send Mr. Lawton an email and chase it up.

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**MINUTES**

Chairman Newman called for the approval of the October 13, 2010 Telecommunications Commission Minutes.

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

Ken Ketcham made a motion, seconded by Tony Fischer, to approve the October 13, 2010 Telecommunications Commission Minutes. The motion passed unanimously.

**ADJOURNMENT**

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

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