



CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901) 757-7200 Fax (901) 757-7292 www.germantown-tn.gov

Telecommunications Commission Meeting

Wednesday, July 13, 2011 – 6:00 pm
Administrative Conference Room, 1930 S Germantown Road

MEMBERS PRESENT:	Sandra Abel, Bill Brody, Chairman Tony Fischer, Ken Ketcham, Rodney McKelroy and Jack Parnell
MEMBERS ABSENT:	Ald. Ernest Chism, Rik Ditter, Danish Siddiqui and Kurt Weil
PRESENT STAFF LIASON:	Stephanie Logan, Technical Services Coordinator, F&GS
PRESENT NON MEMBERS:	Otha Brandon, COMCAST Taylor Williams, GHS-TV Co-Director Matt Sloan, GHS-TV Co-Director

Call To Order

Chairman Fischer called the July 13, 2011, Telecommunications Commission to order at 6:01 p.m. Stephanie Logan conducted a roll call and it was noted that a quorum had been established.

Approval Of Minutes

Chairman Fischer called for the approval of the June 8, 2011 Telecommunications Commission Minutes.

****MOTION****

Jack Parnell made a motion, seconded by Rodney McKelroy, to approve the June 8, 2011 Telecommunications Commission Minutes with amendments. The motion passed unanimously.

GHS-TV Report

In the absence of Frank Bluestein, Matt Sloan stated the report was the final programming report of the season. He then stated the June 2011 monthly statistics for GHS-TV: Germantown Community Television cablecast 720 hours of programming during the month of June 2011. 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 television shows/taped reports/special projects produced locally is 4. The total number of television shows/taped reports/special projects produced locally for the 2010-2011 season is 373. The total number of programs produced for the Access Together Project for 2010-2011 seasons is 106.

Matt Sloan stated that GHS-TV streaming is mostly viewed by Memphis residents or former school alumni. Areas of concern remain the same.

Chairman Fischer and the Commission members thanked the GHS-TV managers for having done a great job over the past year and wished them well.

IT Report

Stephanie Logan stated the IT report.

Fire Station 4 Low Voltage Wiring – The City Purchasing Officer, CIP Manager and Trung Dang worked to get the Low Voltage Wiring Bid out for bid. The item was taken to the Board of Mayor and Aldermen for approval June 27th. Installation is expected to begin next week.

Storm Recovery/UPS Installation – The Radio tower at Municipal Center experienced a lightning strike resulting in loss of the UPS system and power system for the radio system located in the tower. IT staff and Howard Thompson of the Fire Department worked to restore service and replace the pieces of equipment.

SunGard Employee Self Serve Training – Training for Human Resources staff was completed on the new Employee Self Serve module. This portion of the SunGard HR Suite that will allow employees to securely log onto the system to view their personal accrual information. Employees will also be able to view select information for deductions and “what if” calculations.

COMCAST Report

Otha Brandon stated the COMCAST drop bury report. Members asked questions regarding the interactive menu and other issues. Chairman Fischer asked feedback was being collected by Comcast regarding issues. Otha Brandon stated that if Germantown residents had issues then they could contact Joe Nunes at the City and he would pass them onto Judy Black at Comcast.

Otha Brandon then spoke about the internet essentials program and stated that Comcast were looking at increasing internet literacy.

Old Business

Audit Report - Ken Ketcham stated he and Ralph Gabb had met on 7/11/11 and had narrowed down some questions for Comcast but as yet did not have any news.

ATT – Stephanie Logan stated that she was not aware of anything new in this regard.

Emergency Notification System – Chairman Fischer stated that a meeting had been held and an RFP had been sent out to vendors.

Radio System – Stephanie Logan stated that this was still being worked on and the City is looking at different sites for the pole.

ADJOURNMENT

****MOTION****

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