



# CITY OF GERMANTOWN TENNESSEE

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## **Telecommunications Commission Meeting**

Wednesday, June 8, 2011 – 6:00 pm  
Administrative Conference Room, 1930 S Germantown Road

**MEMBERS PRESENT:** Ald. Ernest Chism, Rik Ditter, Chairman Tony Fischer, Ken Ketcham, Jack Parnell, Danish Siddiqui and Kurt Weil

**MEMBERS ABSENT:** Sandra Abel, Bill Brody and Rodney McKelroy

**PRESENT STAFF LIASON:** Kristen Geiger, F&GS Division 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 Fischer called the June 8, 2011, Telecommunications Commission to order at 6:03 p.m. Kristen Geiger 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 May 11, 2011 Telecommunications Commission Minutes.

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

Jack Parnell made a motion, seconded by Kurt Weil, to approve the May 11, 2011 Telecommunications Commission Minutes with amendments. The motion passed unanimously.

### **COMCAST REPORT**

Otha Brandon was unable to attend the meeting, Stephanie Logan distributed the COMCAST report to members and in Otha Brandon's absence Chairman Fischer covered information requested on the redundant fiber value. Kristen Geiger said that COMCAST was still working on compiling a value also stating that Otha Brandon had guaranteed that this information would be available for the next meeting. Chairman Fischer stated that it would be advisable to send out this information prior to the next meeting.

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### **GHS-TV REPORT**

Frank Bluestein stated the report was the final programming report of the season. He then stated the May 2011 monthly statistics for GHS-TV: Germantown Community Television cablecast 744 hours of programming during the month of May 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 29. The total number of television shows/taped reports/special projects produced locally for the 2010-2011 season is 369. The total number of programs produced for the Access Together Project for 2010-2011 seasons is 106.

Frank Bluestein then gave an overview of the Foundation Report, stating that capital purchases have been bid and vendors are being notified.

All pending issues remain the same.

### **IT REPORT**

Stephanie Logan stated the IT report.

**Fire Station 4 Fiber Troubleshooting** – Staff worked with Comcast representatives and vendor representatives to return service to FS4 staff after a recent storm.

**Windows 7 Computer Upgrades** – Computer upgrades have begun in the Human Resources department in preparation for the new SunGard programs. Staff will be trained on the new programs in the renovated IT Training Room and will be ready to transition to their workstations with the same systems at their disposal. Administration Department has experienced computer losses and will also be receiving upgrades to the new Windows 7 platform.

**Fire Station 4 Network Design and Connectivity** – Trung Dang has worked with the vendor that currently provides the City with T1 service to obtain backup service at FS4. The contract modification and is set for BMA approval June 27th.

**Computer/Equipment Purge** – TheCyberYard.com hauled away 9,209 pounds of broken and obsolete computer and electronic equipment from City Hall. All items will be disassembled and sorted for further refining and recycling into new items.

### **OLD BUSINESS**

**Audit Report** - Ken Ketcham stated that the missing information was supposedly delivered on June 7 to Ralph Gabb and that a meeting was being planned to go over all of the information and try to finalize the audit.

**Emergency Notification** – Kristen Geiger stated she was scheduling a sub-committee meeting soon after the 1<sup>st</sup> of the fiscal year. She stated that other issues in the city trumped this from happening in this fiscal year so the money is being reallocated for next year. A draft spec will be drawn up and it will be a competitive sealed proposal process.

**OLD BUSINESS (Con'td)**

**ATT** – Chairman Fischer stated that at the GHS-TV foundation meeting, ATT representative Paul Stinson, who has PEG responsibility for the whole state, mentioned that 15 Peg sites were now up in Tennessee with 17 channels streaming. At this time, ATT are offering to add PEG channel for City Hall board meetings, with 3 channels. The encoders will become the responsibility of the City after 90 days.

**LPFM** – Hopefully will have some news by the end of the summer.

**GHS Webstreaming** – Live streaming was turned on June 8 2011.

**NEW BUSINESS**

**Monopole** - Kristen Geiger reviewed the options available for the Public Safety Radio System and the challenges associated with it.

**ADJOURNMENT**

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

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