



CITY OF GERMANTOWN TENNESSEE

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Telecommunications Commission Meeting

Wednesday, March 14, 2012 – 6:00 pm
Administrative Conference Room, 1930 S Germantown Road

- MEMBERS PRESENT:** Sandra Abel, Ken Ketcham, Rodney McKelroy, Jack Parnell and Kurt Weil
- MEMBERS ABSENT:** Bill Brody, Ald Chism, Rik Ditter, Dan McCleary and Paul Sloan
- PRESENT STAFF LIASON:** Tony Fischer, IT Director
Stephanie Logan, Technical Services Coordinator
- PRESENT NON MEMBERS:** Frank Bluestein, GHS-TV General Manager
Robbie Weaver, GHS-TV Co-General Manager
Colin Hutsell, GHS-TV Co-General Manager

Call To Order

Chairman Ketcham called the March 14, 2012, Telecommunications Commission to order at 6:02 p.m. Tony Fischer conducted a roll call and it was noted that a quorum had been established.

Approval Of Minutes

Chairman Ketcham called for the approval of the February 8, 2012 Telecommunications Commission Minutes with amendments.

****MOTION****

Jack Parnell made a motion, seconded by Kurt Weil, to approve the February 8, 2012 Telecommunications Commission Minutes with amendments. The motion passed unanimously.

GHS-TV Report

Frank Bluestein stated the February 2012 monthly statistics for GHS-TV: Germantown Community Television cablecast 696 hours of programming. The total number of non-repeat local and national television shows by show title cablecast is 90. The total number of local and national television shows by number of airings per month cablecast is 246. The total number of shows that were cablecast is 1030. 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 2011-2012 season is 224. The total number of programs produced for the Access Together Project for 2011-2012 seasons is 84.

The foundation is projected to have to have a balance of \$8,384.85 by the end of March. Purchasing of equipment usually starts around this time of year.

Chairman Ketcham stated that he would now be the GHS-TV Foundation liaison.

IT Report

Tony Fischer stated the IT report, touching on each bullet point in turn.

- **Public Safety Radio System Specs** –Public Radio System RFP specifications were finalized and put out for Request for Proposals. A mandatory pre-proposal meeting is set for March 13th. Proposals are due back by April 9th and the Contract Award is expected June 1st.
- **Backup Data Center** – The Board approved the purchase of equipment of the new phone system at the February 27th Meeting. The Order has been placed and equipment is expected to begin arriving in the next few weeks. Project implementation plans will be discussed and a timeline put in place.
- **New Phone System** - The Board approved the purchase of computer upgrades at the March 12th Meeting. Staff is currently finalizing the equipment list. Once complete the order will be placed and a project timeline can be determined.
- **Computer Upgrades** - The Board approved the purchase of equipment at the Backup Data Center at the March 12th Meeting. Computers should arrive the first week of April with the entire project expected to span a 3-month time period.

A discussion began about AT&T commitment with the city and GHS-TV coverage. Frank Bluestein and Tony Fischer spoke about having a technical staff member to make sure the AT&T equipment and GHS-TV equipment can communicate. A meeting will be scheduled for next week

State franchise law was noted to have the AT&T issue of providing GHS-TV to citizens. Chairman Ketcham said it may be a loophole that our lawyer may have to get involved in. Tony Fischer discussed that the outstanding item was equipment and maintenance. He stated that we wanted to move on and get the equipment in place. Frank Bluestein stated that he agreed that he did not want to hold things up but that the school would not repair the equipment and that it would be the city's responsibility to go to the state and file a complaint.

Old/New Business

Members asked if Chairman Ketcham would bring to the commission a request for a program guide. Tony Fischer will call Scott Crosby to spell out the commission's concerns and to see what we can do as a city to push for a guide. Also, with regards to COMCAST, to ask about a price from Comcast for equipment.

The COMCAST Audit is still not complete as COMCAST have been unresponsive. Chairman Ketcham will speak to Ralph Gabb regarding the next plan of action.

Chairman Ketcham stated that he had run off section 19.1 purpose and responsibilities and asked members if they had any ideas since the last meeting. Chairman Ketcham stated that he would be grateful if members would look over the information again and see if they could come up with something by the next meeting.

ADJOURNMENT

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