



CITY OF GERMANTOWN TENNESSEE

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Telecommunications Commission Meeting

Wednesday, April 11, 2012 – 6:00 pm
Administrative Conference Room, 1930 S Germantown Road

MEMBERS PRESENT: Sandra Abel, Rik Ditter, Ken Ketcham, Rodney McKelroy, Jack Parnell, Paul Sloan and Kurt Weil

MEMBERS ABSENT: Ald Chism, Bill Brody and Dan McCleary

PRESENT STAFF LIASON: Tony Fischer, IT Director
Stephanie Logan, Technical Services Coordinator

PRESENT NON MEMBERS: Scott Crosby, City Attorney
Frank Bluestein, GHS-TV Executive Producer
Robbie Weaver, GHS-TV Co-General Manager
Colin Hutsell, GHS-TV Co-General Manager

Call To Order

Chairman Ketcham called the April 11, 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.

Scott Crosby

Chairman Ketcham gave a brief overview of the history behind the cable franchise and then introduced Scott Crosby to members.

Scott Crosby discussed the unsigned franchise agreement and cable TV 7-59-309 section from the TN code annotated. He asked members to look at 7-59-309 A on page 811 of the TCA handout. Mr. Crosby continued the discussion on the intended franchise language and what changes have taken place. He suggested that the first course of action was to visit with Otha Brandon and COMCAST with commission members to try and find a solution to the problem. Commission members discussed the current guide problem and Mr. Crosby reviewed what he thought the city's commission had to do to address the problem. Chairman Ketcham said that we would prefer to meet with COMCAST with Mr. Crosby, one Telecom member and one GHS-TV representative so no violations of the SUNSHINE law would be breached.

Mr. Crosby excused himself and left the meeting.

Approval Of Minutes

Chairman Ketcham called for the approval of the March 14, 2012 Telecommunications Commission Minutes with amendments.

****MOTION****

Jack Parnell made a motion, seconded by Kurt Weil, to approve the March 14, 2012 Telecommunications Commission Minutes with amendments. The motion passed unanimously.

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GHS-TV Report

Frank Bluestein stated the March 2012 monthly statistics for GHS-TV: Germantown Community Television cablecast 744 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 43. The total number of television shows/taped reports/special projects produced locally for the 2011-2012 season is 268. The total number of programs produced for the Access Together Project for 2011-2012 seasons is 97.

Mr. Bluestein stated that all capital had been spent and that the anticipated revenue at the end of the year will be \$75,837.49.

Mr. Bluestein said that there is now digital TV setup in the school, noting that every bit of programming has been lost and that a DTA would be needed to be able to get the programming.

A discussion ensued regarding service and COMCAST channel lineups. Chairman Ketcham stated that he would like to have a plan in place before the commission goes to see COMCAST.

****MOTION****

A motion was made that The City of Germantown requests that its attorney contact COMCAST and present its issues that appear to be not in conformance with TCS 7-59-309 (h) 1.

That if a satisfactory resolution is not arrived at, the issues should be elevated to the TN Regularity Commission. Kurt Weil made the motion and Jack Parnell seconded, the motion passed unanimously.

IT Report

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

- **Public Safety Radio System Specs** –Public Radio System RFP deadline was Monday April 9th. The review/evaluation timeline will now take place with a City staff. Per Request for Proposal guidelines, all information will be kept confidential until a recommendation is taken to the Board of Mayor and Aldermen for approval on May 14th.
- **Backup Data Center** – Equipment is beginning to arrive, installation has started and ongoing project design meetings are taking place. Project completion is expected in the next couple of weeks.
- **New Phone System** – Equipment is beginning to arrive and project design meetings are expected to take place over the next couple of weeks.
- **Computer Upgrades** – The first round of computers have arrived and six test units have been deployed to various departments for a one-week trial period. Computers will be installed in the first department beginning next week. The entire project is expected to span a 3-month time period.
- **CAD Upgrade** – The Shelby County 9-1-1 Board approved the City's request for funding to upgrade the Computer Aided Dispatch system (CAD) currently used in the Communications Center. Approved funding will also upgrade the New World system used throughout the Police Department as well as funding for an upgraded system for the Fire Department.

Old/New Business

LPFM Stations are due to be released this summer/fall by FCC.

Mr. Bluestein requested that a subcommittee be formed to assist with the channel application submission. Also noting there were plans to make it a full time channel.

There was a discussion among members regarding the requirements for the stations and how a working group could be set up to get the application submitted as soon as they are available.

Mr. Bluestein stated for the record that if the equipment breaks that GHS-TV will not give up their right by accepting the equipment to go to TRA or anyone to complain that the equipment is not working. Tony Fischer also noted that the city would be moving forward to install equipment in City Hall to deliver service to citizens. He also emphasized that the city does not have to sign any documents.

Rodney Mckelroy stated that he would be resigning from the commission as he and his wife were moving to Collierville. Members thanked Mr. McKelroy for serving on the commission.

Adjournment

Chairman Ketcham called for a motion to adjourn the meeting.

****MOTION****

Sandra Abel made a motion, seconded by Jack Parnell. The motion passed unanimously.