



MT. HOOD CABLE REGULATORY COMMISSION

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Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village

MT. HOOD CABLE REGULATORY COMMISSION

Portland Community Media, Studio A

June 15, 2009 Meeting Minutes -- [APPROVED](#)

SUMMARY MINUTES

MINUTES AS APPROVED AT THE OCTOBER 1, 2009 MHCRC MEETING.

Call to Order: 6:30 pm

- Roll Call.

Commissioners present: Norman Thomas (Chair), Rich Goheen, Sue Dicile, Alan Alexander, Tim Clark, John Kilian, Andrea Cano.

Commissioners absent: Bill June.

Staff: David C. Olson, Director; Julie Omelchuck, Program Manager; Rebecca Gibbons, Program Specialist

- Agenda Review: A revised meeting agenda was handed out at the meeting.
- Disclosures: Kilian disclosed meeting with Rob Brading, MetroEast, regarding programming ideas.
- Public Comment: none.
- CONSENT AGENDA
 1. Approval of the May 18, 2009 meeting minutes.
 2. Approval of KFA Services contract for financial consulting services.
 3. Approval of Community Access Capital Grant 2009 contract agreements: Wisdom of the Elders; Caldera; Ethos Music Center; Sellwood Middle School; Multnomah Education Service District; Portland YouthBuilders; Portland Public Schools Television Services; Portland Public Schools District; Portland Community Media; Center for Intercultural Organizing.
 4. Approval of Order 2009-03: Establishing basic cable service rates and associated equipment and installation charges within Comcast West Portland, West Multnomah, East Portland and East Multnomah franchise areas as of July 1, 2009.

MOTION: Dicile moved to approve the Consent Agenda as presented. Alexander seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

- REGULAR AGENDA

R1. Special Grant Request: FY09-10 Funding - MetroEast Community Media

Referring to the materials contained in the meeting packet, Omelchuck said MetroEast submitted an application to the 2009 competitive grant round to fund upgrades to the video capabilities at the Gresham, Fairview and Troutdale city councils chambers and the Multnomah County Board chambers. Omelchuck said the MHCRC expressed a desire to fund the project and preliminarily selected the application as one of the potential recipients in the 2009 competitive grant round. Omelchuck said that after further discussions with MetroEast and the MHCRC's legal counsel, Ben Walters, staff believes that the grant application qualifies for funding under the MHCRC's established "Special Grant Request" process and criteria. Omelchuck said staff is recommending that the Commission fund MetroEast's application, which was revised for the Special Grant Request, from grant funds available in FY09-10.

MOTION: Kilian moved to approve a Special Grant Funding Request contract with MetroEast Community Media in the total amount of \$124,277 and allocate the amount from FY09-10 budgeted grant funds. Dicile seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R2. Additional Grant Funding Request from 2009 Competitive Grant Round

Omelchuck said the MHCRC chose eleven applications for preliminary grant funding at its May meeting. Omelchuck said that the MHCRC's approval of the MetroEast Community Media proposal as a special grant request from FY09-10 funds (see agenda item R1), removes it from the 2009 grant round and makes available approximately \$123,000 for additional proposal funding. Omelchuck said staff recommends that the MHCRC include the Hosford Middle School: International Middle School Language Lab application (\$122,638) in the grant fund allocation for FY08-09. This addition would increase the Commission's total FY08-09 allocation by approximately \$1,337. Omelchuck said staff recommends the Hosford proposal based on the Commission's initial choices of their grant "suites" in which Hosford's proposal was chosen preliminarily by four of seven Commissioners. Omelchuck said that if approved, staff will discuss a grant contract with the applicant and, most likely, present a contract for approval at the September MHCRC meeting.

MOTION: Cano moved to approve preliminary FY08-09 grant funding for the Hosford Middle School International Middle School Language Lab application (\$122,638). Goheen seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R3. CBG Communications, Inc. Contract for Ascertainment Consulting Services

Dicile, Ascertainment Committee Chair, said the Committee recommends the Commission enter into a service contract with CBG Communications, Inc. to work with staff and the Committee to complete the Community Technology Needs & Interests Ascertainment process and report by January 2010. Dicile said the Committee was delighted with the quality of proposals received. Dicile said several of the firms were known to the Committee members and several have done prior work for the Commission. Dicile said the CBG Communications proposal received the highest scores based on the criteria set by the Committee. Dicile said CBG Communications Principal, Tom Robinson, has worked with the Commission before and is

known as a top technical consultant in the country. Dicile said Robinson has compiled a fabulous team under his proposal.

In response to a question from Goheen, Dicile said the Committee clearly identified the resources available in its RFP and the applicants worked within the budget range provided. Dicile said qualifications, not budget, was the primary focus of the Committee's contract award deliberation.

MOTION: Dicile moved to approve the CBG Communications, Inc. contract for ascertainment consulting services. Kilian seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R4. Contract for Review of Comcast Performance under its Franchise Agreement

Omelchuck said staff recommends the Commission approve a not-to-exceed service contract with MuniCom for consulting services related to the review of Comcast's performance under its existing franchise terms as part of the franchise renewal process. Omelchuck said the cable services franchise agreements between the Jurisdictions and Comcast expire in December 2010. Omelchuck said renewal of the cable franchises affords the opportunity to review Comcast's performance under existing franchise agreement terms.

Omelchuck handed out a revised contract from the draft contained in the meeting packet. Gibbons said the revised draft waives the Professional Liability insurance requirement (page 3) as approved by MHCRC legal counsel and corrects a spelling error on page 6.

In response to a question from Thomas, Omelchuck said the performance review involves a scope of work separate from the ascertainment process.

In response to a question from Kilian, Omelchuck said the consultant will essentially review the last ten years of records and compile a report that documents performance issues over the past ten years.

MOTION: Goheen moved to approve the contract with MuniCom for review of Comcast's performance under its franchise agreement. Clark seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R5. Contingency Request: FY08-09 - Alliance Conference Sponsorship

Omelchuck said that during the MHCRC discussions about the FY09-10 budget, Commissioners expressed an interest in providing some type of sponsorship funds for the Alliance for Community Media National Conference to be held in Portland July 15-19. Omelchuck said that because of constraints on the budget for FY09-10, the Commission determined that it wasn't possible to include a sponsorship in next year's budget and directed staff to propose an amount from FY08-09 budget (current year) contingency. Omelchuck said staff analyzed the FY08-09 year-end projected expenditures and recommends that the Commission appropriate \$3,000 for an Alliance conference sponsorship.

MOTION: Dicile moved to appropriate \$3,000 from FY08-09 contingency funds for Alliance for Community Media conference sponsorship. Cano seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R6. Order 2009-02: Authorizing Modification in the Manner of Performance of Comcast Provision of FM Radio Signals in West Portland Franchise Area

Olson said the Comcast West Portland franchise does not include a minor variance provision; therefore, in response to a request from Comcast, staff recommends a franchise modification to allow Comcast to discontinue providing FM radio signals using the cable system to West Portland cable subscribers. Olson said the franchise modification achieves the same effect as a minor variance but requires a few more process steps to implement, such as City of Portland Council approval of the modification.

Olson said that due to the hilly topography of West Portland, cable franchises from the earliest days have been subject to a franchise requirement to provide FM radio Signals along with cable service to interested Westside cable households. Olson said Comcast inherited this longstanding provision when Comcast acquired the franchise in 2002. Olson said there is no similar requirement in any other cable franchise administered by the MHCRC. Olson said that, according to Comcast, and without contradiction in MHCRC records, the West Portland franchise provision requiring Comcast to provide FM radio signals is little used and has become increasingly irrelevant over the years as other technical solutions for obtaining radio signals have become available and as households and subscribers have become more accustomed to obtaining radio signals from other sources (e.g. satellite and the Internet). Olson said the FM service, while available to all West Portland households as required by the franchise, has not been advertised or tariffed by Comcast or its predecessors, and requires separate technical means for subscriber access (including a splitter and a separate connection to the subscriber's sound system), a situation which may contribute to the lack of subscriber interest and use. Olson said that providing the FM radio band consumes considerable bandwidth on the Comcast system (12 MHz according to Comcast – the equivalent of 2 analog television channels) and the existence of the FM requirement in West Portland has now become a serious impediment to Comcast's business plans regionally. Olson said Comcast is constrained from introducing additional channels (including high definition channels) on a regional basis due to the bandwidth consumed by the West Portland FM service requirement. Olson said that MHCRC believes the public interest will be served by allowing the franchise modification by allowing Comcast to deliver FM signals to affected households by equal or better alternate technical means. Olson said staff separately consulted Commissioner Bill June on this subject, as Commissioner June resides in the Comcast West Portland franchise area.

Inouye, Comcast, said Comcast will use the recaptured bandwidth to provide immediate benefits to customers. Inouye said Comcast will provide customers with more than 30-days advance notice of the discontinuation of the FM service and offering a technical solution at no additional cost. Inouye said Comcast was afforded the opportunity to review the draft Order and believes the reporting requirements and the terms of the Order are fair and reasonable.

Alexander asked how many subscribers in the West Portland franchise area have Internet service with Comcast. Inouye said he did not know, but could find out.

Alexander asked if the recaptured bandwidth would be used to deliver new digital content. Inouye said yes.

MOTION: Alexander moved to approve Order 2009-02: Authorizing modifications in the manner of performance of Comcast provision of FM radio signals in West Portland franchise area. Dicile seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R7. Resolution 2009-04: Process and Direction for Consideration of Proposed Transfer of Verizon Cable Franchises to Frontier Communications

Olson said Frontier Communications Corporation is acquiring Verizon Northwest as part of a national transaction. Olson said Verizon and Frontier on June 1, 2009 submitted an FCC Form 394 (the official filing which triggers the process). Olson said the transfer process is subject to the provisions of the Verizon franchises issued by Fairview, Gresham, Troutdale and Wood Village, and Resolution No. 2009-04 is modeled on the manner in which the MHCRC has processed prior cable transfer requests. Olson said key elements of the resolution include setting out the proposed timeline and process, providing for reimbursement of MHCRC direct costs, and tolling the 120 federal transfer timeline until the MHCRC has completed its phase of the process, which is advisory to the MHCRC Verizon Jurisdictions. Olson said Verizon provided a corporate legal response to the MHCRC resolution that was included in the meeting packet. Olson said the Verizon corporate legal response in staff's opinion is deeply misinformed, legally flawed, and extremely unfortunate in the manner in which it takes an unwarranted, hostile, legally unjustified and confrontational approach to the MHCRC/Jurisdiction's customary transfer processes. Olson said this approach and tone is substantially at variance with the presentations by Frontier at informal meetings with MHCRC staff and Jurisdictions, and it is to be hoped that Verizon's hostile and confrontational approach can be mitigated as the process proceeds.

Dillon, Verizon, said Verizon has submitted its 394 Form and appreciated the opportunity to review and comment on the staff proposed Resolution. Dillon said Verizon awaits the MHCRC's Request for Information (RFI) in response to the 394 filing. Dillon said Verizon did not intend its response to the staff proposed Resolution to be hostile. Dillon said Verizon believed the response was a legal perspective and not intended to be confrontational.

Olson, referring to an excerpt of Verizon franchise provisions that was handed out at the meeting, said Verizon's comments on the Resolution do not appear to take into account the language of the franchise that specifically identifies the tolling of the 'shot clock' and the request for information timeline, etc.

Olson said Verizon contemplates that the Commission will have questions as a result of the 394 filing. Olson said the Commission's RFI will request the necessary technical, financial and legal information necessary to evaluate the transfer in addition to addressing any outstanding compliance issues.

Olson said the transfer request is an extraordinary proceeding and is not routinely budgeted for in the MHCRC's annual budget. Olson said transfer costs have always been reimbursed in the past by the benefiting parties: either the transferor or the transferee. Olson said staff has already begun cost sharing discussions with neighboring jurisdictions.

Olson said the resolution before the Commission outlines the Commission process for considering a transfer request. Olson said the transfer request asked the Commission to evaluate a system transfer from one of the most technologically advanced cable systems in the county to a buyer with no experience running a FiOS system and whose experience with cable is through a partnership with a satellite provider.

Olson said the seller has taken an adversarial position throughout the franchising and initial transfer process. Olson said staff does not know if the buyer endorses this adversarial position.

Dicile asked Olson if the Resolution essentially acknowledges receipt of the 394 filing, designates the initial transfer request as incomplete, tolls the 'shot clock' until the RFI is submitted and the information from the parties is received, advocates for cost reimbursement, and adopts a calendar that contemplates the 'shot clock' beginning on September 1. Olson said correct.

Olson said the Jurisdictions have agreed to not take action until the MHCRC has completed its process.

Kilian said he believes it is difficult to be thorough and gentle at the same time. Kilian said the Commission is tasked with and should remain focused on protecting the consumer in these negotiations.

MOTION: Dicile moved to approve Resolution 2009-04: Process and Direction for Consideration of Proposed Transfer of Verizon Cable Franchises to Frontier Communications. Alexander seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R8. Contingency Request: FY09-10 – Initial Costs Related to Transfer of Verizon Cable Franchise to Frontier Communications

Olson said Verizon corporate counsel has asserted opposition to cost reimbursement for the transfer process. Olson said staff recommends the MHCRC allocate \$5,000 (the staff report included in the meeting packet requests \$3,000 however staff is modifying the request to \$5,000 following discussions with outside legal counsel) from FY09-10 contingency to fund:

1. Potential legal, technical and financial consulting costs necessary to develop a request for information related to Verizon's initial request to transfer its cable services franchises with Gresham, Fairview, Troutdale and Wood Village to Frontier Communications.
2. Any legal opinion costs necessary to respond to Verizon's legal positions stated in its letter dated June 10, 2009.

In response to a question from Kilian, Olson said the Resolution advocates for cost reimbursement by authorizing the Chair or the Chair's designee to enter into a letter of agreement with the companies to accomplish cost reimbursement. Olson said staff also may need to formally rebut the position Verizon has chosen to take on this issue.

Kilian asked about the legal basis for cost reimbursement. Dicile said there is a difference between what might be required because its statute, what might be required by the franchise, and what might be negotiated among the parties involved in the process. Dicile said that in the past, the MHCRC has negotiated the terms of a transfer with the parties requesting the transfer. Dicile said she hopes the Jurisdictions pay very close attention to this transfer request in relation to the recent franchise issuance process with Verizon.

MOTION: Dicile moved to appropriate \$5,000 from FY09-10 contingency funds to support initial costs related to the transfer of Verizon Cable Franchise to Frontier Communications.

Kilian seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R9. Potential Verizon Franchise Violation – 1st Quarter Customer Installation Standards

Omelchuck said that on May 1, MHCRC staff issued a noncompliance notice to Verizon (attached) stating that Verizon failed to meet the applicable customer service standards regarding appointment windows and standard installations for first quarter 2009. Omelchuck said Verizon missed these standards in fourth quarter 2008 as well, however staff approved an exceptions request due to the inclement weather in December 2008 and the fact that Verizon had only been offering service for less than half the quarter period. Omelchuck said that although MHCRC staff received a written response from Verizon on June 3, staff does not regard the letter as curative or as an adequate demonstration of good faith efforts to cure the noncompliance. Consequently, staff sent a follow up letter to Verizon on June 9 and requested that Verizon document its compliance for the curative period of April 1- May 31. Omelchuck said Verizon's response to staff's June 9 letter was circulated among Commissioner via email prior to the meeting. Omelchuck said staff recommends that the Commission tentatively schedule a formal hearing, in accordance with MHCRC Rules of Procedure, for the September 21, 2009, MHCRC meeting in order to make a determination on a potential franchise violation with respect to Verizon's failure to meet the applicable customer service standards regarding appointment windows and standard installations for first quarter 2009. Omelchuck said that if Verizon meets the standard for second quarter (April-June: the second quarter report is due by July 31), then staff will issue an acceptance of cure letter. Omelchuck said if Verizon fails to meet the standard in second quarter, then staff will issue notice of a formal hearing.

Olson said Verizon's most recent correspondence on this issue holds the position that the Commission cannot ask for information outlined in the staff June 9 letter. Olson said Verizon appears to have not read the franchise section which allows the Commission to request information to confirm compliance with the terms of the franchise. Olson said issues such as this can and will be addressed in the transfer process.

Dillon, Verizon, said the he was disappointed that the metrics was missed again in first quarter 2009. Dillon said he has met with metrics team and they are confident that the standard will be met in second quarter. Dillon apologized for the tone of his letter to staff last week. Dillon said his letter was intended to acknowledge the issue, express that Verizon had fixed the issue, and close further discussion in hopes of moving forward.

MOTION: Goheen moved that the MHCRC tentatively schedule a formal hearing, in accordance with MHCRC Rules of Procedure, on September 21, 2009, in order to make a determination on potential franchise violation with respect to Verizon's adherence to customer service installation standards. Goheen said the formal hearing will commence and staff is directed to issue a notice of formal hearing if Verizon fails to meet the standard in second quarter. Cano seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R10. MHCRC FY09-10 Goals & Objectives

Omelchuck said the Commission put a lot of thought into development of a workplan and the resources available to accomplish the coming year's work. Omelchuck said the staff report included in the meeting packet highlights specific changes to the Goals and Objectives in an effort to be transparent in the process.

Dicile questioned the practicality of reducing the Commission's meetings to six per year. Alexander thinks setting the goal of six meetings per year does not prohibit the Commission from scheduling additional meetings. Dicile agreed.

Dicile said she values the staff evaluation process especially given the level of activity and complexity of tasks. Dicile said she could process the Commissioners evaluations and provide a report to the Chair.

Thomas said last year's staff evaluation was delayed due to workload and wasn't finalized until March 2009. Thomas suggested not conducting an evaluation this summer but conducting an evaluation in 2010. Dicile agreed.

Omelchuck said staff proposed elimination of the staff performance evaluation because it coincides with the ascertainment process and the transfer timeline this year. Omelchuck clarified that most of the staff work related to this process is in creating the staff accomplishments report and running the process. Omelchuck said staff supports conducting the review in summer 2010.

In response to a comment from Cano about the proposed meeting schedule, Omelchuck, referring to the staff memo included in the meeting packet, said staff provided a description of the anticipated activities for each meeting. Omelchuck said staff analyzed the last three years' meeting agendas to come up with a tentative plan for the coming year's meeting schedule.

MOTION: Cano moved to approve the MHCRC FY09-10 Goals & Objectives. Dicile seconded.

DISCUSSION: none.

VOTE: 7-0 passed.

R11. Election of MHCRC Chair and Vice Chair

Thomas said he has valued his experiences as the MHCRC Chair for the past three years. Thomas opened the floor to nominations.

NOMINATION: Dicile nominated Alexander for Chair. Cano seconded.

MOTION: Goheen moved to close nominations. Clark seconded.

VOTE: 7-0 passed.

NOMINATION: Dicile nominated Cano for Vice-Chair. Clark seconded.

MOTION: Goheen moved to close nominations. Clark seconded.

VOTE: 7-0 passed.

- Staff Activity Reports and Updates
 - Verizon Outstanding Compliance Issues: Omelchuck said the staff letter documenting outstanding compliance issues was included in the meeting packet. Omelchuck said staff did not believe headway was being made in meetings with the company's representative and hoped the letter puts a timeline in place to resolve the outstanding issues.
 - NATOIA Leadership Update: Olson said Henry is in DC at the NATOIA national headquarters under the tragic and unexpected news that the Executive Director of NATOIA, Libby Beaty, passed away.
 - Staff Attendance at the NATOIA National Conference: Olson said the meeting packet had included a contingency request for travel reimbursement but staff decided to withdraw the request during agenda review discussions with the Chair early this afternoon. Olson said that in light of the fiscal condition of the Commission budget, and in discussion with the Commissioner-in-Charge at the City of Portland, he has decided to attend the conference at his own expense. Olson respectfully requested the use of professional development time rather than vacation for his time to attend the conference. Olson said the MHCRC budget includes funds to cover the cost of his registration.

Cano said she disagreed with Olson that he should pay for his travel out of pocket given the reasons mentioned above. Cano said the NATOIA conference represents an important professional development opportunity and that Olson, with his experience and professional connections, has served the Commission well in return.

Dicile agreed and said the Commission benefits significantly from Olson's leadership and national profile.

Thomas agreed.

MOTION: Kilian moved to approve \$700 from FY09-10 contingency to enable the Director of the MHCRC to attend the NATOIA National Conference in New Orleans September 29-October 3. Cano seconded.

VOTE: 7-0 passed.

- MHCRC Budget Approval Status: Omelchuck said two Jurisdictions so far have unanimously approved the MHCRC FY09-10 budget. Omelchuck said it appears the Jurisdictions appreciate the budget reductions imposed by the MHCRC. Omelchuck said most of the questions raised during the presentation of the budget are focused around the Verizon transfer to Frontier.
- Alliance for Community Media Conference: Omelchuck asked Commissioners to provide their registration preferences by Friday.
- Commissioner Reappointments: Omelchuck said both Alexander and Cano have been reappointed by their respective Jurisdictions for 3-year terms.

- Other: Omelchuck said the Commission and staff have been invited to a celebration of grant project completion by Portland Public Schools library staff. Omelchuck said the Commission may recall granting funds in support of upgrading the library system in all Portland Public schools. Omelchuck said the project manager said there have been positive reverberations throughout as a result of this upgrade.
- Committee Reports
 - Finance Committee: none.
 - Community Ascertainment Committee: none.
 - Grant Evaluation Committee: none.
 - I-Net Liaison: Alexander said the City of Portland is purchasing the edge devices to complete the upgrade as planned. Alexander said new routers and new edge devices are still scheduled to come online this summer.
 - PCM Liaison: Dicile said she met with Omelchuck and McDaniel to continue discussion on developing a collaborative relationship moving forward. Dicile said she will work to schedule a meeting of the finance committees.
 - MetroEast Liaison: Kilian attended the meeting on behalf of Clark.

- New Business

Thomas noted the upcoming meeting schedule. Omelchuck said staff recommends penciling in both the October and November meetings. Omelchuck said the staff memo included in the meeting packet laid out the tentative agenda items.

Thomas noted the annual strategic planning retreat scheduled for Saturday, November 7.

Kilian suggested the Commission discuss the competitive grant process at the retreat and to consider focused grant funding for example to high school students separate from the competitive grant process.

- Franchisee Activity Report

Cascade Access: none.

Comcast: Inouye said Comcast is launching a new local service to digital subscribers called *Police Blotter on Demand*. Inouye said the program will feature the top ten criminals in Oregon and SW Washington.

In response to a question from Alexander, Inouye said the program is fed information from the U.S. Marshall's' Office.

Inouye thanked the Commission for its support of the FM band franchise amendment request.

Verizon: Dillon said Verizon plans to respond to the staff compliance issues letter by next week.

Frontier: Gregg Sayre said Frontier focuses on its commitment to customers, employees and communities. Sayre said Frontier built its broadband network using DSL technology and plans to aggressively build out its system in non-FiOS territories. Sayre said Frontier is committed to no employee lay-offs for the next 18 months. Sayre said Frontier will provide customers and the Commission with access to local management staff, who will have direct profit and loss responsibilities in the local market. Sayre said local general managers will be responsible for

sales, marketing, charitable contribution, etc. and will live and be active in the local community. Sayre said the transfer will not be a leveraged buy out, rather a stock transaction that leaves Frontier acquiring more assets than debt. Sayre said Frontier's debt coverage will improve as a result of the transfer. Sayre said FiOS employees will transfer over to become Frontier employees. Sayre said the FiOS network will work exactly as it works today. Sayre said Frontier will own the hub office and the infrastructure to the home. Sayre said the Frontier Chairperson and CEO is very familiar with the industry and that Frontier should not be seen as just a rural provider. Sayre said Frontier is not interested in pursuing an adversarial relationship with the Commission or local Jurisdictions and will work to overcome any problems.

Dicile said good fences make good neighbors. Dicile said the Commission and Jurisdictions have a working relationship with Comcast. Dicile said Comcast has a shared understanding of the rules so the relationship is productive for all. Dicile said the Commission is supportive of rural communities' access to technology and rural providers.

Alexander said the Commission would prefer a non-adversarial relationship going forward. Alexander said everyone wins when a company comes in the region with the intention of being a community partner.

- PEG Provider Activity Report

Rob Brading, MetroEast Community Media, thanked the Commission for its continuing support. Brading said MetroEast held its most successful fundraiser on May 31 at the Skyway Bar & Grill.

Sylvia McDaniel, Portland Community Media, thanked the Commission for its support of the SmartAccess grant project. McDaniel said the project represents an opportunity to share resources with community organizations and establish unique partnerships. McDaniel said PCM is the process of reviewing its Operating Rules & Procedures again. McDaniel said PCM is revamping its media education program. McDaniel said the youth program is on hiatus for the summer and when it relaunches in the fall it will be administrated by independent contract trainers instead of staff members. McDaniel reported Laura Craig Bennett, the youth media coordinator, has left the organization to pursue other career goals. McDaniel said PCM has received positive responses to the advertisement for this position. McDaniel said the Leadership Team is meeting weekly to monitor successes and challenges in meeting its revenue benchmarks. McDaniel said PCM has set aggressive revenue benchmarks through 2013. McDaniel said the PCM Development Director has increased his revenue goal by 10%. McDaniel said PCM is rebranding its channels to be more content specific. For example, McDaniel said PCM Channel 11 is now referred to only as CAN11 (Community Access Network); Channel 29 is POP29 (Pulse of Portland); etc. McDaniel said PCM is taking advantage of VoD platform on Comcast's system. McDaniel said the PCM facility is undergoing upgrades in the lobby area and annex.

In response to a question from Goheen, McDaniel said both PCM and MetroEast will continue to provide a youth media program despite terminating the OLLIE partnership.

- Public comment: none.

Adjourn: 9:02pm

Respectfully submitted,

Rebecca Gibbons
Program Specialist