STAFF REPORT – AGENDA ITEM #R2 and #R3
For Commission Meeting: March 20, 2017

“One-Year Extension of MetroEast Community Media Grant Agreement”

and

“Recommendation to Portland Council for One-Year Extension of
Open Signal (PCM) Grant Agreement”

Recommendation
Staff recommends that:

1) The Commission amend its grant agreement with MetroEast Community Media to extend
the agreement term by one year to June 30, 2018.

2) The Commission forward to the Portland City Council a recommendation to extend by
one-year Open Signal’s grant agreement.

Background
As the Commission is aware, both the MetroEast and Open Signal (formerly Portland
Community Media) grant agreements expire at the end of the current fiscal year. The MetroEast
agreement is with the MHCRC. The Open Signal agreement is with the City of Portland,
however the City delegated oversight responsibility to the MHCRC and the staff project
manager.

As the Commission is also aware, the MHCRC has experienced an unprecedented changeover in
staff positions within the past six months, resulting in 4 of 6 staff members who work on
MHCRC programs being new. This, along with other unanticipated work load demands, has
placed tremendous pressure on staff’s time to manage the agreement renewal process. Staff is
recommending extending the agreement terms by one year (through June 2018) in order to
provide adequate time and resources to conduct an inclusive renewal process with the
community media centers’ staff and Board and the MHCRC member jurisdictions’ elected
officials and staff.

Staff has discussed the extension with MetroEast and Open Signal executive directors, and with
Commissioner Studenmund (MHCRC appointee to Open Signal Board) and Commissioner
Thomas (MHCRC appointee to MetroEast Board). All are in agreement about the extension of
time to conduct the renewal process.

Attachment: Draft Grant Agreement Amendment: MetroEast Community Media

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March 13, 2017