



# Mt. Hood Cable Regulatory Commission

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

## MT. HOOD CABLE REGULATORY COMMISSION

Hybrid – Zoom and Open Signal

March 16, 2026 REGULAR Meeting Minutes – **APPROVED**

### SUMMARY MINUTES

#### Call to Order 6:30 PM

#### Roll Call:

*Present:* Chair DeGraw; Vice Chair Harden; Commissioner Dennerline; Commissioner Goodlow; Commissioner Thomas; Commissioner Underdahl; Commissioner Wagner

*Absent (excused):* Commissioner Butt

*Staff:* Andrew Speer, Franchise Utility Program Manager; Rana DeBey, MHCRC Community Grants Manager; Laura Dyer, MHCRC Compliance Analyst; Douglas Imaralu, MHCRC Financial Analyst; Kevin Block, Policy Coordinator; Kathleen Lefebvre, MHCRC Administrative Specialist

- Agenda Review: Chair DeGraw reviews the agenda for the evening.
- Disclosures: Vice Chair Harden shares his appreciation for MetroEast for helping his employer, Gresham Senior Center, store a 75" monitor during a remodeling project.
- Public Comment (non-agenda items): No public comment on non-agenda items.
- Community Media Center Updates
  - MetroEast – John Lugton, co-Executive Director of Production, shares that MetroEast (ME) is in process of updating their HVAC system and remodeling their bathrooms. He also shares an update that MetroEast is working with the Rosewood Initiative to update their AV System. John highlights that this is a busy time of year for ME, supporting the area government budget meetings and election forum broadcasting. Additionally, the 4<sup>th</sup> episode of Food Foray is currently being edited. John shares that ME has been working closely with the East County Jurisdictions on strategies for funding community media as the nearing MHCRC dissolution will change the funding for ME. John notes that ME is supporting a youth program training on how to broadcast YouTube and TikTok videos, working with the Rockwood Branch of the Multnomah County Library. John notes that ME will be hosting a Welcome to Computers class partnering with Free Geek and El Programa Hispanico Católico at MetroEast using the Comcast Lift Zone.
  - Open Signal – Courtney Rae, Director of Growth, is excited to share that new broadcasting hours at Open Signal have been increasing, which is an indicator that community involvement is growing and an increasing commitment to community media. Courtney Rae shares that Open Signal has launched a new membership structure that will have a sliding scale for registering for classes. Open Signal leadership has been discussing what programming looks like in the future for fiscal resilience.





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Open Signal will potentially be moving to a fee-for-service model for Council service, which would mean moving away from an operating grant. Courtney shares that their organization is looking at professional growth of their employees and building in cross-training their team to become generalists in the hopes to provide skills for career development. Courtney shares that Open Signal just finished a successful pilot year with youth media programming, highlighting their work was screened at the studio and included a documentary about the Lloyd Center, a talk show, a music video, among other works. Courtney shares that Open Signal is involved with a national network of media educators the Alliance for Community Media Educators Circle, emphasizing that as the community media landscape evolves so does Open Signal. Courtney shares that capital projects are underway and will be finished before the end of this fiscal year, including wires and the podcast table, among other capital spending updates.

- **Franchisee Activity Report:**  
Comcast – Tim Goodman shares the following updates, Comcast is in process of finalizing partnerships with local area agencies including NAYA, Metro Boys & Girls Club, and Portland Community College. Tim shares that Comcast is continuing deployment on Lift Zones that were funded through the I-Net End Fund program. Tim highlights Lift Zone locations include Rosewood Initiative, Albina Vision Trust, Dress for Success, and NAYA. Tim also shares appreciation for Andrew Speer, MHCRC staff and Franchise Utility Program Manager, for the coordination involved in amending the Franchise Agreements which is necessary due to MHCRC's dissolution.

## **\*CONSENT AGENDA – NO DISCUSSION**

All items listed below may be enacted by one motion and approved as consent agenda items. Any item may be removed from the consent agenda and considered separately if a member of the Commission so requests.

C1. January 26, 2026 Regular Meeting Minutes

**MOTION:** Vice Chair Harden moved to approve the consent agenda. Commissioner Underdahl seconded.

**VOTE: 7-0 passed**

## **REGULAR AGENDA**

**\*R1.** 2026 Community Technology Grants

Chair DeGraw introduces R1 and invites Rana DeBey, MHCRC Grants Manager, to present. DeBey highlights that all Commissioners will be asked to vote on these grants, regardless of participating in the January preliminary funding decision vote. DeBey notes that the 8 applications before the Commission tonight are part of the 17 applications that the Commission selected during the January meeting to invite to apply for funding. DeBey notes that Staff is recommending that the Commission approve the Community Technology grant agreements included in the packet materials, with a total amount for all 8 applicants as \$473,253.00. DeBey notes that the remaining applications will be presented for approval at the May Regular Meeting.





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DeBey outlined the following grant applicants and their requested amount:

A. 1 World Chorus	\$88,612
B. All Ages Music Portland dba Friends of Noise	\$47,895
C. Curious Comedy Theater	\$69,400
D. Lion Speaks	\$80,000
E. Loco por la Aventura	\$62,000
F. Oregon Rohingya Myanmar Muslim Society	\$32,500
G. Roots & Beats Project (Polliwog Props)	\$58,846
H. Thru & Thru	\$34,000

DeBey notes that the total being voted on tonight is \$473,253.00 in grant applications.

**Discussion:** Vice Chair Harden inquires on the landscape for the remaining applications coming up in May, and DeBey notes that all remaining grant applicants are eager to apply for this opportunity in anticipation of the May Regular Meeting.

**MOTION:** : Commissioner Thomas moved to approve the following 2026 Community Technology Grant Cycle agreements: 1 World Chorus for \$88,612, All Ages Music Portland dba Friends of Noise for \$47,895; Curious Comedy Theater for \$69,400; Lion Speaks for \$80,000; Loco por la Aventura for \$62,000; Oregon Rohingya Myanmar Muslim Society for \$32,500; Roots & Beats Project (Polliwog Props) for \$58,846; and Thru & Thru for \$34,000, for a total of \$473,253.00. Vice Chair Harden seconded.

**VOTE: 7-0 passed**

## **R2. PEG vs Franchise Fee Analysis – Info Only**

Chair DeGraw introduces R2 and notes that Mark Campbell is the author of the memo which is in the packet materials. Chair DeGraw invites Reed Wagner, from NEX Strategies, to begin the presentation and highlights that Reed is available for any questions from Commissioners relating to the development of this memo. Reed shares his appreciation for Douglas Imaralu, MHCRC Staff and financial analyst, on his expertise and availability while creating this report.

Reed Wagner invites Mark Campbell to present the details of the memo, which is in the packet materials. Mark Campbell notes that the details in the memo are an analysis and determination of how the two primary sources of MHCRC's revenue – Franchise Fees and Public, Educational, and Governmental (PEG) Fees – contribute to the fund balance. Mark Campbell's findings are noted in the memo, and on the slides presented this evening.

**Discussion:** Vice Chair Harden and Commissioner Thomas offer details on the Tech Smart spending era. Douglas Imaralu highlights that we still have obligations that are outstanding from the balance that is presented this evening as we are looking at analysis and results as of June 30, 2025. Chair DeGraw appreciates Mark Campbell and Reed Wagner for their work as MHCRC values transparency.





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## Staff Activity

- Dissolution Planning Update – Andrew Speer notes that Staff are working together on administrative tasks relating to the dissolution of the Commission and will continue to report to the Commission during Staff Activity any updates. Speer emphasizes that Oregon Secretary of State (SoS) recommended that there should be only one official copy of a record, and therefore the City of Portland will be the holder of the official copies of MHCRC’s records as defined in [OAR 166-005-0010\(7\)](#). Oregon SoS recommended the other jurisdictions do not keep duplicative copies of MHCRC records. Kevin Block notes that the MHCRC website will remain active for around a year after dissolution.
- Post-MHCRC IGA status – Andrew Speer notes that a draft version of the post-MHCRC IGA is being reviewed by jurisdiction and there is engagement on questions and edits. Speer notes that the post-MHCRC IGA will be distributed to Commissioners once fully signed and executed.
- Ceremony of Appreciation – Rana DeBey notes that MHCRC’s Ceremony of Appreciation will be held at MetroEast on May 18<sup>th</sup> just prior to the Regular Meeting. There will be an opportunity during the agenda for Commissioners to speak during the agenda. Chair DeGraw uplifts that Commissioners will be invited to speak during the agenda about how MHCRC has impacted their work and / or life. There will also be an opportunity to honor Carol Studenmund and her important impact.
- Consumer Protection Report – Laura Dyer shares the Consumer Protection report; details are included in the packet materials. Dyer details how the data are reported, working with 311 and our partners at Comcast.

## Committee Reports

- Finance Committee – none.
- Equity Committee – none.
- Policy Committee – none.
- Open Signal Board Appointee – Chair DeGraw reported on the recent Board meeting.
- MetroEast Board Appointee – Commissioner Dennerline reported on the recent Board meeting.

**New Business/Open Comment** – Chair DeGraw sends congratulations to Commissioner Butt on the arrival of their new baby.

## Meeting Schedule

- April – recess
- MHCRC Regular Meeting – Monday, May 18, 6:30pm, MetroEast/Hybrid
- MHCRC Regular Meeting – Monday, June 15, 6:30pm, Open Signal/Hybrid

**Public Comment** – No public comment on agenda items.

**\*Denotes a voting item**

**Adjourned: 7:47 pm**

Respectfully submitted,  
Kathleen Lefebvre

