MT. HOOD CABLE REGULATORY COMMISSION
Hybrid – Zoom and MetroEast
May 18, 2026 REGULAR Meeting Minutes – **APPROVED**

SUMMARY MINUTES

Call to Order 6:35 PM

Chair DeGraw calls the meeting to order and hands the meeting over to Vice Chair Harden. Vice Chair Harden highlights Gresham Representative Sue Piazza is present virtually.

Roll Call:

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

Absent (*excused*): Chair DeGraw

Staff: Eric Engstrom, Director of Bureau of Planning and Sustainability, Seema Gadh Kumar, Chief of Community Technology; 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: Vice Chair Harden reviews the agenda.
- Disclosures: none.
- Public Comment (non-agenda items): No public comment on non-agenda items.
- Community Media Center Updates
    - Open Signal – Courtney Rae, Director of Growth, shares an update on revenue diversification which includes sliding scale class fees which is projected to provide modest revenue. Courtney shares that Open Signal has expanded their educational programming by creating clearer distinctions between introductory learning opportunities and advanced production certification pathways, offering a growing catalog of introductory classes that are open to the public. Courtney shares some examples of class offerings, including “Basics of Editing with iMovie”, and “Podcasting Basic”, among many other exciting options. Courtney shares that beginning in June Open Signal will host community markets in their parking lot which support local Black and Indigenous farmers, makers, and food entrepreneurs. Courtney highlights many partnerships, including a collaboration with the youth organization CANS, a spray-paint-based art program, to create a mural for our Martin Luther King Jr. Boulevard-facing exterior wall.

- MetroEast – Seth Ring, co-Executive Director of Education and Volunteers at MetroEast, shares an update that MetroEast recently finished a computer class in partnership with Free Geek and El Programa Hispanico Católico. Seth shares that MetroEast is starting a disability justice cohort, partnering with It Takes a Village NW, LifeSource, and working with John Griffiths, a KBOO producer, to create a vodcast. Seth also shares MetroEast is engaged in project partnership with WonderFolk, a past MHCRC grant recipient.

  John Lugton, co-Executive Director of Production at MetroEast, shares MetroEast has collaborated with League of Women Voters and local forums, broadcasting a total of 5 forums and about 30 individual interviews. John also shares recent successful events at Mt. Hood Community College and East County Library. MetroEast broadcasted Multnomah County's State of the County address. David Elkin-Bram, Director of Information Technology at MetroEast, shares that MetroEast's HVAC upgrade, server room, and bathroom upgrades are well under way.

- Franchisee Activity Report:
  Comcast –Tim Goodman is not present.

***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.

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MOTION: Commissioner Thomas moved to approve the consent agenda. Commissioner Underdahl seconded.
VOTE: 7-0 passed

REGULAR AGENDA

***R1.** 2026 Community Technology Grants

Vice Chair Harden introduces R1 and invites Rana DeBey, MHCRC Grants Manager, to present. 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 $442,001.00. DeBey notes that these are the final grant applications up for approval for the year.

DeBey outlined the following grant applicants and their requested amount:

- African Youth and Community Organization (AYCO) $51,393
- Hollywood Senior Center dba Community for Positive Aging $15,430
- ELSO Inc. $50,000

- Hacienda CDC $31,965
- KairosPDX $38,373
- Outside the Frame $44,315
- Portland Community College $104,144
- Portland State University $106,381
    - **Total Amount: $442,001**

Discussion: Vice Chair Harden invites discussion on how to proceed with voting. Consensus is to vote on each grant individually. Vice Chair Harden highlights that his employer, Gresham Senior Center, engages with the Hollywood Senior Center frequently and would like to abstain from voting on that grant. Commissioner Butt highlights that his employer, Portland State University, is a grant applicant and he will abstain from voting on that grant application.

MOTION: Commissioner Dennerline moved to approve African Youth and Community Organization (AYCO) grant for $51,393. Commissioner Thomas seconded. 7-0 **passed.**

MOTION: Commissioner Thomas moved to approve Hollywood Senior Center dba Community for Positive Aging grant for $15,430. Commissioner Underdahl seconded. 6-yes 0-no 1-abstain (Harden) **passed.**

MOTION: Commissioner Wagner moved to approve ELSO Inc. grant for $50,000. Commissioner Butt seconded. 7-0 **passed.**

MOTION: Commissioner Dennerline moved to approve Hacienda CDC grant for $31,965. Commissioner Underdahl seconded. 7-0 **passed.**

MOTION: Commissioner Wagner moved to approve KairosPDX grant for $38,373. Commissioner Underdahl seconded. 7-0 **passed.**

MOTION: Commissioner Thomas moved to approve Outside the Frame grant for $44,315. Commissioner Underdahl seconded. 7-0 **passed.**

MOTION: Commissioner Dennerline moved to approve Portland Community College grant for $104,144. Commissioner Underdahl seconded. 7-0 **passed.**

MOTION: Commissioner Thomas moved to approve Portland State University grant for $106,381. Commissioner Underdahl seconded. 6-yes 0-no 1-abstain (Butt) **passed.**

Commissioner Thomas inquires if any of the contingent grant applicants can move forward. DeBey confirms that the Commission's total giving for FY25-26 is $977,943 and therefore this concludes the cycle based on the total giving. DeBey notes this FY25-26 total giving amount includes an off-cycle grant approved in September 2025, plus tonight's grants, plus the grants approved at the March Regular Meeting.

Mt. Hood Cable Regulatory Commission

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

Staff Activity

- Dissolution Planning Update – Andrew Speer shares that Staff have completed the administrative process to amend the Portland Comcast franchise agreement to remove any references to MHCRC. Additionally, Andrew sent to all east county jurisdictional city managers a similar version of the franchise agreement that they will need to oversee updating through their respective governmental body. Andrew sent all versions to Tim Goodman, as well.

  Speer notes that Staff are working with MHCRC legal counsel to draft a resolution that will be up for Commission approval at the June Regular meeting, the resolution will transfer obligations related to all active community technology grant agreements still in effect from MHCRC to City of Portland. As part of the Resolution, there will be a letter that each grantee signs acknowledging the transfer of Grantor from MHCRC to City of Portland.

  Speer notes that after June 30, 2026 all Commissioner @mhcrc.org emails will no longer be active. This action will deactivate any documents stored on the Commissioner's drive associated with their respective emails. Kathleen will send out information in the coming weeks.

- 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.

- 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. Laura flags that there is a written report of compliance items in the packet and emphasizes that all jurisdictions should note this information.

Committee Reports

- Finance Committee – none.
- Equity Committee – none.
- Policy Committee – none.
- Open Signal Board Appointee – Commissioner Butt was on paternity leave and could not attend.
- MetroEast Board Appointee – Commissioner Dennerline noted that there were work sessions and not actual meetings.

New Business/Open Comment – none.

Meeting Schedule

- MHCRC Regular Meeting – Monday, June 15, 6:30pm, Open Signal/Hybrid

Public Comment – No public comment on agenda items.
***Denotes a voting item**

Adjourned: 7:06 pm

Respectfully submitted,

Kathleen Lefebvre