

MT. HOOD CABLE REGULATORY COMMISSION  
MetroEast Community Media, Studio A  
May 18, 2015 Meeting Minutes -- **APPROVED**

**SUMMARY MINUTES**

MINUTES AS APPROVED AT THE JUNE 15, 2015 MHCRC MEETING.

Call to Order: 7:21pm

- Roll Call

Commissioners present: Carol Studenmund (Chair); Scott Harden; Mike Bennett; Sue Dicile; Norm Thomas; Toya Fick.

Commissioners Absent: Rich Goheen and Leif Hansen

Staff: Mary Beth Henry, Director; Julie Omelchuck, Program Manager; Ben Walters, Legal Counsel; Rebecca Gibbons, Program Coordinator.

- Agenda Review: none.
- Disclosures: Harden said that as campaign manager for Citizens for Safe Reynolds Schools, he met with Jason Mocca, Frontier, and Marc Farrar, Comcast, to ask for contributions to the campaign. Harden thanked Frontier for sending volunteers to Wood Village’s clean-up day event. Harden thanked Comcast for selecting Glenfair Elementary as one of its Comcast Cares Day locations. Harden said the work of the volunteers help transform the school. Harden said work involved hundreds of volunteers and included painting classrooms, repairing playground equipment and landscaping.

Thomas disclosed attending MetroEast’s volunteer appreciation event.

Studenmund disclosed talking with Marc Farrar, Comcast, about the City of Portland’s proposed ordinance that would require all televisions in public spaces to have captions turned on.

- Public Comment: none.
- Consent Agenda
  - C1. March 16, 2015 Meeting Minutes
  - C2. Community Technology Grant Agreement: Northwest Film Center
  - C3. Community Technology Grant Agreement: MetroEast Community Media
  - C4. Community Technology Grant Agreement: Northwest Children’s Theater & School
  - C5. Community Technology Grant Agreement: Young Audiences of Oregon & SW Washington
  - C6. Community Technology Grant Agreement: Metro (Council Chambers)

C7. Community Technology Grant Agreement: Metro (Video Conferencing)

C8. Community Technology Grant Agreement: Friends of the Children

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

**VOTE:** 6-0 passed

- Regular Agenda

\*R1. FY14-15 Contingency Request: Digital Inclusion Education/Travel & FCC Appeal  
Bennett said the Finance Committee discussed and recommends the contingency transfers identified in the meeting packet. Bennett said the Committee spent some time discussing the financial implications of the FCC ruling on Sec 621 and believes that joining a coalition of communities to appeal the order is in the best interest of the Jurisdictions. Bennett said the financial impact on franchise fees is potentially significant.

**MOTION:** Dicile moved to approve the transfer of \$2000 from contingency to cover expenses for MHCRC staff director Mary Beth Henry to attend meetings/conferences on Digital Inclusion and I-NET infrastructure planning and the transfer of \$15,000 from contingency to appeal the FCC ruling on Sec 621(a) (1) of the Cable Communications Policy Act of 1984 as amended by the Cable Television Consumer Protection and Competition Act of 1992. Harden seconded.

**DISCUSSION:** none.

**VOTE:** 6-0 passed.

\*R2. Fiscal Year 2015-16 MHCRC Goals & Objectives

Omelchuck, referring to the staff recommendation included in the meeting packet, said staff took into consideration the MHCRC's strategic planning retreat discussion when drafting the goals and objectives for the coming year. Omelchuck said staff emphasized digital equity objectives and acknowledged the MHCRC's desire to enter a planning phase to envision the future role of the MHCRC.

Thomas asked why Parkrose School District, David Douglas School District and Reynolds School District were not mentioned under Goal II. Omelchuck explained that because the Commission has met the objective of entering into an agreement with these districts, they are not specifically called out. Omelchuck clarified that the objective is to enter into agreements with the remaining school districts that have not yet received funding under the TechSmart Initiative. Thomas said he'd like the objective to recognize the ongoing work with the districts that have agreements.

**MOTION:** Dicile moved to adopt FY2015-16 Goals and Objectives and authorized staff to add an objective under Goal II related to the TechSmart Grant projects plans with Parkrose, David Douglas and Reynolds School Districts. Fick seconded.

**DISCUSSION:** none.

**VOTE:** 6-0 passed.

\*R3. Proposed FY15-16 MHCRC Fund Budget  
Finance Committee Report & Recommendation:

Thomas said the Finance Committee recommends the Commission adopt the proposed FY15-16 MHCRC Fund budget and forward it to the Jurisdictions for approval.

Omelchuck said the Finance Committee did a great job of ensuring the budget was clear and that appropriate back-up and detail were included.

Bennett thanked staff for reformatting the budget narrative. Bennett said the result is easier to read and understand.

**MOTION:** Thomas moved to adopt the FY15-16 MHCRC Fund Budget and forward it to the member Jurisdictions with a recommendation for approval. Harden seconded.

**DISCUSSION:** none.

**VOTE:** 6-0 passed.

**\*R4. Comcast's Annual I-Net End-Fund Report**

Gibbons said that under a Franchise side letter agreement, Comcast retains the funds remaining in the I-Net Fund at the conclusion of the prior cable franchise. Gibbons said that under the renewed franchise, the MHCRC collects and administers all PEG/I-Net funds received going forward. Gibbons said the I-Net fund retained by Comcast is now referred to as the I-Net End Fund. Gibbons said the I-Net End Fund beginning balance was over \$5.6 million. Gibbons said just over \$1.4 million was deducted to pay for the I-Net core upgrade to a 10Gigabit backbone. Gibbons said the Commission approved this expenditure and staff verified expenses before authorizing the deduction from the End Fund. Gibbons said the ending balance going into next year is just over \$4 million. Gibbons said the I-Net End Fund may also be used to offset construction costs of line extensions that exceed the Standard Installation formula. Gibbons said the decision to construct a site is at Comcast's discretion, however staff continues to provide oversight and approval of End Fund expenditures. Gibbons said staff recently identified a site in Portland's downtown core that Comcast has agreed to construct. Gibbons said staff will monitor the construction and will receive documentation of actual costs.

**MOTION:** Dicile moved to accept Comcast's 2014 I-Net End-Fund Report. Bennett seconded.

**DISCUSSION:** Bennett asked that staff provide a mid-year update on the status of the I-Net End Fund.

**VOTE:** 6-0 passed

**R5. Cable Companies Annual Activities Presentation (Information Only)**

Michele Conditt, Reliance Connects, said Reliance Connects brought on its first television customer in May 2009. Conditt said Reliance Connects build-out plan included 250 homes each year. Conditt said Reliance Connects currently pass more than 1200 homes with FTTP infrastructure. Reliance Connects offers 12 Mbps service to broadband customers over copper cable. Conditt said the FTTP infrastructure provides up to 60 Mbps service. Conditt said 152 channels are available, with an additional 35 movie channels. As of December 2014, 85 HD channels are available. Conditt said at year-end 2014, Reliance Connects had 84 television customers in the Corbett area, which represents an increase of nine customers from the previous year. Conditt said Reliance Connects faces challenges to increasing subscribership. Challenges include over-the-top options and the increasing cost of programming. Conditt said upgrades and advancements planned for 2015 include continued FTTP construction throughout Corbett and

installing equipment to make the fiber plant two-way capable, which will allow for video-on-demand capabilities. Conditt reported that Reliance Connects participated in the Corbett July 4<sup>th</sup> celebration and made monetary contributions to various charities throughout the year.

#### Staff Activity Reports and Updates

- CenturyLink renewal franchise: Henry said CenturyLink launched its IP TV services (PRISM) in the Portland area.
- FCC/Federal legislative developments: Henry said Comcast abandoned efforts to merge with Time Warner. Henry said the Community Access Preservation Act was reintroduced in the U.S. Senate. Henry said the Act would allow use of PEG funds for capital or operating expenses.
- 2015 Oregon legislative session: Henry said a hearing is scheduled on Senate Bill 140. Henry said the bill would extend the Oregon Broadband Advisory Council term. Henry said the Council would have sunset at the end of this year. Henry said the central assessment bill, discussed at the March meeting, was approved.
- Election of MHCRC Chair and Vice-Chair: Omelchuck reminded Commissioners that elections will be held at the June meeting.
- Commissioner re-appointments: Omelchuck said the City of Gresham reappointed Commissioner Bennett to another two-year term. Omelchuck said the County reappointed Studenmund to another two-year term.
- Other: none.

#### Committee Reports

- Finance Committee: none.
- Grant Committee: Omelchuck said the Grant Committee meeting scheduled for June 3 is cancelled. Omelchuck said Portland Public Schools is aligning its TechSmart project plan with its language arts curriculum adoption. Omelchuck said a review of timelines supported delaying Grant Committee review of the propose project plan until September. Omelchuck said staff will continue to work with PPS on the project plan over the summer.
- PCM Board Appointee: Studenmund said the PCM continues to work on a strategic plan for the coming year. Studenmund said Executive Director Cece Hughley Noel is still on medical leave.
- MetroEast Board Appointee: Thomas said MetroEast is investigating opportunities to partner with the City of Gresham and other organizations on a project in Rockwood.

#### New Business; Commissioner Open Comment

Studenmund recognized and thanked Fick for her contributions as a member of the Commission. Fick was presented with a letter from the Chair and a plaque.

Studenmund, referring to a City of Portland draft ordinance included in the meeting packet, said she has been working with the Portland City Council to pass an ordinance requiring that all televisions in public spaces have the captions turned on. Studenmund said the ordinance is well supported and is expected to be approved at an upcoming Council meeting.

Studenmund gave an overview of the meeting schedule.

### Franchisee Activity Report

Marc Farrar, Comcast, reported that Comcast Cares Day was a success. Farrar said 350 volunteers contributed to improvements at Glenfair Elementary School. Farrar said 2,100 volunteers participated at various locations across Comcast's regional footprint. Farrar said some examples of local organizations targeted included Hacienda CDC, NAYA, Friends of Zenger Farm and the Children's Book Club. Farrar said these organizations also received a grant from Comcast Foundation. Farrar said Comcast met the telephone answering standard for last quarter (95.2%). Farrar said Comcast is investing in customer service and recently announced the hiring of 5,500 employees across the nation. Farrar said 2,000 new hires will staff 3 call centers (Spokane, Albuquerque and Tucson). Farrar said Comcast is trying to become less dependent on 3<sup>rd</sup> party customer service. Farrar said Comcast is making improvements to its store front service and hiring additional field technicians. Farrar said Comcast made a policy decision to begin automatically crediting subscriber accounts with \$20 credit if an appointment window is missed. Farrar said subscribers no longer have to call and request the credit. Farrar said new equipment features include a voice activated remote and an XFINITY Share app that allows subscribers to take video clips or stream live video with their smart phone video that can be sent to a Comcast subscriber TV anywhere. Farrar said Comcast NBC Universal is continuing its commitment to support veterans and will hire 10,000 veterans, reservists or their families. Farrar said Comcast's Leaders and Achievers recognition event, an annual scholarship program, is May 30. Farrar said Comcast will award \$50,000 to 68 recipients at the event. Farrar said Comcast recently launch 2Gig symmetrical FTTP service to residents in Atlanta, GA. Farrar said this service level will be rolled out to other markets by the end of the year. Farrar said Comcast launched a new broadband speed tier at 250Mbps.

Karen Stewart, CenturyLink, said CenturyLink launched its PRISM TV service on May 13 and immediately began taking subscriber service requests. Taking orders. Stewart said CenturyLink has set up a demo kiosk at the Lloyd Center. Stewart said an attractive feature for subscribers seems to be CenturyLink's wireless set-top-box.

### PEG Provider Activity Report

- MetroEast Community Media: Rob Brading said MetroEast is excited about continuing its summer camps for girls and for at-risk youth. Brading said MetroEast is planning to host 63 4<sup>th</sup> graders at the facility soon. Brading encouraged everyone to check out the video produced by Emily Vidal about her trip to Laos to document a community radio project. Brading said video will premiere at the Hollywood Theatre. Brading said MetroEast help another successful volunteer appreciation event.
- Portland Community Media: Jason Tait said PCM is working to revitalize its youth club, is collaborating with Hacienda CDC on media education initiatives, offering adult and youth bi-lingual classes, and preparing for summer camps. Tait said PCM studios have been gutted and new walls and floors installed. Tait said PCM recently acquired equipment that allows staff to brand channels (similar to OPB channels). Tait said PCM

continues to develop its web presence for better interaction with volunteers and the public.

Public Comment: none.

Adjourn 8:25pm

Respectfully submitted,

Rebecca Gibbons  
Program Coordinator