



MT. HOOD CABLE REGULATORY COMMISSION
Open Signal Community Media
December 18, 2017 Meeting Minutes – **DRAFT**

SUMMARY MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE COMMISSION AT A SUBSEQUENT MEETING.
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Call to order: 6:32 p.m.

- Roll Call
Commissioners present: Leif Hansen (Chair), Scott Harden, Rich Goheen, Sue Dicile, Norm Thomas, Carol Studenmund, Mike Bennett

Staff: Ann Goldenberg, Staff Director; Ben Walters, Legal Counsel; Julie Omelchuck, Program Manager; Scott Ellertson, Program Coordinator; Tyler Dice, Assistant Program Specialist.

- Agenda Review: None.
- Disclosures: None.
- Public Comment (non- agenda items): None.
- **CONSENT AGENDA – NO DISCUSSION**

- C1. September 18, 2017 Meeting Minutes
- C2. October 16, 2017 Meeting Minutes

Motion: Dicile moved to approve the consent agenda as presented, Harden seconded.

Vote: 7-0 passed

- **REGULAR AGENDA**

R1. MHCRC FY16-17 Fund Audit

Thomas introduced the FY16-17 MHCRC Fund Audit contained in the meeting packet. He said the Finance committee reviewed the draft audit and staff addressed some minor issues. Keith Simovic, Moss Adams, referring to the PowerPoint presentation, said that Moss Adams audited the FY16-17 MHCRC Fund financial statements, prepared by the City of Portland technical accounting staff. The audit process includes a detailed testing of transactions and balances, reviewing and testing of internal controls, and reporting on results. Simovic said Moss Adams also provides compliance testing and reporting under Oregon Minimum Audit Standards. Simovic concluded that the audit report is an un-modified, clean opinion on MHCRC balances and activities and no instances of non-compliance were identified. Simovic said the opinion means Moss Adams audited the financial statements and found the statements to be materially correct.

In response to a question from Bennett, Simovic confirmed that the audit report included Open Signal and MetroEast's audit reports and that Moss Adams confirmed their findings.

In response to a question from Dicile, Simovic explained what materiality was from an accounting perspective.

In response to a question from Hansen, Simovic stated that it is common to have different team member's year over year perform fund audits. The pros to changeover is a fresh set of eyes on the financials from time to time, but you still have the same firm that uses the same process that management is used to.

Motion: Dicile moved to acknowledge the audit prepared by Moss Adam's for FY16-17 MHCRC Fund and to authorize MHCRC Staff Director to accept the audit by signing and submitting it to the Oregon Secretary of State by December 31, 2017. Thomas seconded

Vote: 7-0 passed

- Staff Activity Reports and Updates

- FCC/Federal/State public policy updates

Goldenberg said that the FCC repealed Net Neutrality in spite of the many comments and testimonies filed in favor of Net Neutrality. Goldenberg said Oregon US Senator Jeff Merkley plans to support a Congressional review act resolution that would restore the Open Internet Order and reverse the FCC ruling. In addition, Oregon Attorney General along with 17 other Attorney General's plan to sue the FCC over its system that allowed fraudulent comments. California plans to develop its own Net Neutrality bill. Goldenberg stated that in January the FCC plans to consider another rule regarding the Broadband Deployment Advisory Committee's recommendations. The BDAC is working on recommendations regarding wireless deployment and the role of local municipal authority. Goldenberg said that MHCRC submitted FCC filings earlier this year on FCC wireless and wireline proceedings. There is a potential financial risk that cities right-of-way (ROW) use fees will be lowered or removed. Goldenberg said that the BDAC vote on its wireless deployment recommendations is planned for January 23 and 24. She will provide more information and work directly with Chair Hansen on potential responses.

- 2018 Oregon legislative session

Goldenberg stated that the 2018 Oregon session is considered a "short" session meaning a shorter timeframe to consider bills. In response to a question from Goheen, Goldenberg stated that the wireless service providers are the main instigators of the bills that would be of most interest to the MHCRC.

In response to a question from Hansen, Goldenberg stated that both federal bills are seeking municipal ROW preemption and also said that all current have preemptive language. The US Senate "5G bill" specifically impacts local authority over cable tv providers. In response to a question from Dicile, Goldenberg stated that the MHCRC is partnering with BBK, the National League of Cities, NATOA, and other coalitions to address local concerns on the 5G bill.

- Community Technology Grants – 2018 grant round

Omelchuck stated 10 pre-applications were received for this grant round, all of which met the minimum requirements. Pre-applications will be available for MHCRC evaluation by January 3, with preliminary funding decisions made at the January meeting. Omelchuck reminded Commissioners that \$1 million is available for funding, which includes the \$180,000 remaining from the 2017 round.

- TechSmart Initiative
Omelchuck stated that the Oregon Connections Conference in Hood River had an inspiring speaker from Innovate Oregon. She made a connection with him and Centennial School District about possible collaboration on the TechSmart grant.
- FY18-19 Budget Process/Information
Omelchuck stated that the Portland Mayor has directed city offices and programs to submit 5% reductions for FY18-19. Staff still needs to evaluate what this might mean for the MHCRC budget, but anticipates it won't have a significant impact on the Commission and that she will provide more of an update at the January meeting.
- Committee Reports
 - Finance Committee - None
 - Grant Committee - None
 - Community Ascertainment Committee – Dicile said it will be meeting after the first of the year to work with staff and Paula Manley on mapping out a process and contract needs for a community needs ascertainment.
 - Open Signal Board Appointee – Dicile said she is unable to attend the new time for board meetings on Fridays at noon. She would like to discuss this with the Chair. Omelchuck said she will clarify the regular board meeting time.
 - MetroEast Board Appointee – Thomas said he did not attend the last board meeting.
- New business; Commissioner Open Comment
Hansen stated that the MHCRC completed the annual Staff Services Performance Review. Dicile discussed the possible move of the Office for Community Technology (OCT), which staffs the MHCRC, within the City of Portland organizational structure. She said that Hansen, herself and representatives from the Citizen's Utility Board (CUB) have been in contract with Portland City Council members to advocate moving the office to another bureau with a good mission-fit or create a standalone office. Dicile stated that the Portland Council allocated \$50,000 for a study on where OCT should be placed and also to look at other city functions with similar missions. MHCRC members expressed their concerns that the process would take too long and any action wouldn't happen prior to the FY18-19 budget year. Dicile stated that Hansen and she will keep the Commission updated.
- Meeting Schedule:
January 22 – MetroEast – Bennett unable to attend
February 24 – Annual Planning Retreat
March 19 – Open Signal
April – Recess

May 21 – MetroEast
June 18 – Open Signal
July/August – Recess

- Franchisee Activity Report
 - Comcast

Marc Farrar, Comcast, stated that Comcast has a new monthly statement rolling out. Comcast continues to add features to the voice remote, one of the new features is being able to use the voice remote to ask questions similar to Siri or Alexa.
 - CenturyLink

Samantha Ridderbusch, CenturyLink, stated the Teacher and Technology Grants are due January 12th.
 - Frontier

Steven Sandman, Frontier, stated that Frontier is working on renewing its franchise. Frontier continues to maintain the customer experience by adding 20 additional new positions and hiring 20 contractors. With the addition of the new staff, residential trouble tickets are addressed in 0-1 day and business trouble tickets are same day.
 - Reliance Connects: No update.
- PEG Provider Activity Report
 - MetroEast Community Media

Marty Jones, MetroEast, said MetroEast DIY program received a grant from 99 Girlfriends. Jones shared a video. In response to a question from Bennett, Jones stated that MetroEast has space in the Rockwood triangle and other businesses have started moving into the building.
 - Open Signal

Justen Harn, Open Signal, handed out a timeline of success and services provided. Open Signal hosted the launch event via Facebook live of Mozilla's latest browser. 9.5 telethon. Harn stated that Open Signal recently invested in 60 new computers. In response to a question from Dicile, Harn stated that historically Open Signal had issues with people taking classes but then not continuing involvement but they've developed programs to keep people engaged. In response to a question from Bennett, Harn stated that Open Signal is working internally to flush out how participants are using what they learn on site. Harn stated that they recently started working with the creator of Portlandia to start a program that works with woman of color to develop and share their stories.
- Public Comment
- Adjourn: 8:12 p.m.

Respectfully submitted,
Tyler N. Dice