

MT. HOOD CABLE REGULATORY COMMISSION  
MetroEast Community Media  
April 23, 2018 Meeting Minutes - Draft

### Summary Minutes

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE COMMISSION AT A SUBSEQUENT MEETING.  
PLEASE REFER TO SUBSEQUENT MINUTES FOR APPROVAL OR CHANGES

Call to order: 7:14pm

- Roll Call

Commissioners present: Leif Hansen (Chair), Carol Studenmund, Scott Harden, Rich Goheen, Norm Thomas, Sue Dicile

Commissioners Absent: Mike Bennett

Staff in Attendance: Ann Goldenberg, Staff Director; Julie Omelchuck, Program Manager; Rebecca Gibbons, Program Coordinator; Tyler Dice, Assistant Program Specialist; Maja Haium, Legal Counsel

- Agenda Review

It was requested that item C1 be removed from the consent agenda and tabled, as additional revisions needed to be made.

- Disclosures: None

- MHCRC Grant Committee Appointment

Hansen stated that he would like to appoint Jay Keuter to the Grant Committee. The appointee has an extensive background in education and Information Technology. Hansen also reinstated Thomas as Chair of the Finance Committee. Hansen also stated that the Open Signal appointee requested that the responsibility be shared among the Commissioners. Hansen appointed Studenmund, Dicile and himself to share the Open Signal appointee position through 2018.

In response from a question from Thomas, Omelchuck said the Grant Committee has included community members since the launch of the TechSmart Initiative to add a deeper level of knowledge about education technology on the committee.

- Public Comment (non- agenda items)

- **\*CONSENT AGENDA – NO DISCUSSION**

- C1. January 22, 2018 Meeting Minutes--tabled
- C2. February 24, 2018 Retreat Minutes

**Motion:** Studenmund moved to approve the consent agenda, Dicile seconded.

**Vote:** 6-0 passed

- **REGULAR AGENDA**

Gibbons said that at the January meeting, the MHCRC selected eight Pre-Applications to move forward in the grant process. Gibbons said staff takes the input given by Commissioners during the suite selection discussion and communicates it back to applicants along with detailed instructions for completing a final application. After receiving a first draft of the final application from the applicant, Gibbons said staff meets with the applicant to clarify specific details of the grant project. Gibbons said staff asks questions and provides guidance to the applicants to ensure that the applications are detailed and clear. Gibbons said staff brings forward grant agreements (contracts) for Commission action only when staff believes the application is complete. Gibbons said staff is bringing forward four grant agreements for Commission consideration tonight. Gibbons noted that one applicant, IFARA, has withdrawn from the granting process due to internal capacity issues. Gibbons said staff continues to work with the three remaining applicants and anticipates bringing them forward at the May or June meetings.

In response to a question from Harden, Gibbons said there was no significant change to the grant amounts requested.

\*R1. Staff recommends that the Commission approve the 2018 Community Technology Grant agreement with Open Signal for \$136,840.00.

**Motion:** Thomas moved to Approve the 2018 Community Technology Grant agreement with Open Signal for \$136,840.00. Studenmund Seconded.

**Vote:** 6-0 passed

\*R2. Staff recommends that the Commission approve the 2018 Community Technology Grant agreement with NW Documentary for \$47,200.00.

**Motion:** Thomas moved to Approve the 2018 Community Technology Grant agreement with NW Documentary for \$47,200.00. Harden Seconded.

**Vote:** 6-0 passed

\*R3. Staff recommends that the Commission approve the 2018 Community Technology Grant agreement with Pacific Northwest College of Art for \$129,229.00.

**Motion:** Thomas moved to Approve the 2018 Community Technology Grant agreement with Pacific Northwest College of Art for \$129,229.00. Dicile Seconded.

**Vote:** 6-0 passed

\*R4. Staff recommends that the Commission approve the 2018 Community Technology Grant agreement with 1 World Chorus for \$85,459.00.

**Motion:** Harden moved to Approve the 2018 Community Technology Grant agreement with 1 World Chorus for \$85,459.00. Goheen Seconded.

**Vote:** 6-0 passed

\*R5. Staff recommends that the MHCRC approve a contract amendment with Pacific Research & Evaluation to extend the contract through July 31, 2020, and increase the contract amount by \$193,322.00 to perform the TechSmart evaluation for two additional fiscal years.

**Motion:** Harden moved to Approve a contract amendment with Pacific Research & Evaluation to extend the contract through July 31, 2020, and increase the contract amount by \$193,322.00 to perform the TechSmart evaluation for two additional fiscal years. Thomas Seconded.

**Vote:** 6-0 passed

\*R6. Staff recommends the Commission accept Comcast's 2017 I-Net End-Fund Report.

**Motion:** Goheen moved to Accept Comcast's 2017 I-Net End-Fund Report. Studenmund Seconded.

**Vote:** 6-0 passed

- Staff Activity Reports and Updates
  - FCC/Federal/State public policy updates

Goldenberg stated that the Net Neutrality rules are effective today, and because of this, there are still a lot of ongoing law suites. Oregon is one of two states to pass Net Neutrality bills. Broadband providers are expected to and will practice Net Neutrality laws. Commission Clyburn resigned from the FCC, which leaves the majority vote 3 to 1 (three Republicans to one Democrat). Next items of interest at the FCC are broadband deployment of 5g and rolling back municipal authority.
  - CenturyLink rate increase

Goldenberg stated that CenturyLink is imposing their annual rate increase and it provided the required notification to subscribers. Goldenberg also noted that CenturyLink had rescinded its franchise extension request and indicated that it is paring down its video service offerings. Goldenberg stated that she has invited CenturyLink's Attorney, Torrey Somers, to the May meeting to explain the OTT product and to help the Commission understand the reasons behind its decision to not extend the franchise.
  - FY18-19 Budget process/information

Omelchuck stated she anticipated no major issues with the FY18-19 budget process. The Finance Committee plans to discussion revenue trends. Omelchuck confirmed that Gresham is the first jurisdiction consideration of the MHCRC budget on June 6.

- Community Media Grant Agreement Renewals

Omelchuck said she is moving forward with the two Open Signal agreements: One with the Portland Council for operations funding and one with the MHCRC for capital funding. She and Open Signal staff are negotiating the grant agreement renewal terms and scope of work for the operations funding. At the May meeting, Commission will consider a recommendation to the Portland Council for the operations grant. Omelchuck also stated that she is hopeful to have MetroEast’s draft agreement and Open Signal’s capital agreement for review soon so that they can be acted on at the June MHCRC meeting. Omelchuck stated that staff is planning to schedule a time for both Open Signal and MetroEast to present to the Commission their vision for the coming years.

- TechSmart Initiative

Omelchuck stated that staff has worked with David Douglas School District to develop a second round of funding to scale learnings from its first TechSmart grant, and the MHCRC Work Session is scheduled prior to the May meeting. Omelchuck stated the TechSmart shared learning event will be held during Digital Inclusion Week. All TechSmart coaches, principals, and administrators are invited to attend. In response to a question from Hansen, Omelchuck said Commissioners are welcome to attend the event to observe and listen as, at times, the presence of a funder may inhibit grantees from being candid about challenges.

- Digital Inclusion Week & Summit – May 7-11

Gibbons said Digital Inclusion Week is May 7-11. She said the week is sponsored by the National Digital Inclusion Alliance. Gibbons said City or Portland Mayor Wheeler is scheduled to proclaim Digital Inclusion Week in Portland at a City Council meeting on Wednesday, May 9. Gibbons said staff, along with County Library staff and community partners, will use the time before the Portland City Council to recognize the collective efforts of our local digital inclusion partners and announce the City’s enrollment as a ConnectHomeUSA member in partnership with Home Forward. Gibbons said the Digital Inclusion Network is hosting a Summit on May 10. Gibbons said the Summit theme is Economic Opportunity and the day is shaping up to include inspirational keynotes, panel discussions, and networking breaks to help advance our digital inclusion efforts. Gibbons said one of the 17 Strategic Actions identified in the Digital Equity Action Plan is to “convene an annual digital inclusion summit to provide an update on DEAP implementation, share learnings, network and recognize good work”.

- Other

The Northwest Region Alliance for Community Media conference is scheduled for this upcoming Saturday at Open Signal. Staff is planning to attend. There are planned panel discussions, primarily focused on community media and digital equity.

- Committee Reports

- Finance Committee: None
- Grant Committee: None
- Community Ascertainment Committee: None

- **Open Signal Board Appointee**  
Dicile stated that she will not be able to attend these meetings through October, and appreciated the participation of Studenmund and Hansen. Dicile also stated that Open Signal is excelling with regards to public services.
- **MetroEast Board Appointee**  
Thomas stated that the most recent Board Meeting had been canceled. He had no updates to provide.
  
- **New business; Commissioner Open Comment**  
Harden expressed concern with the appointee to the Grant Committee being a Portland Public School employee as PPS received grant funds. Omelchuck stated that the Grant Committee's primary role is to vet draft TechSmart grant project plans from the School Districts. Portland Public Schools does not have a new grants in the works; only a current project underway. Omelchuck reassured the Commission that when staff works with Portland Public Schools on a new grant project plan, she will recommend the appointee step down from the Committee. Dicile stated she appreciated the different kinds of questions the community members pose during Committee discussion as they have different expertise than most Commission members.
  
- **Meeting Schedule:**  
  - May 21 – MetroEast
  - June 18 – Open Signal
  - July/August – Recess
  
- **Franchisee Activity Report**
  - **Frontier-None**
  - **Comcast**  
Marc Farrar, Comcast, stated that Saturday was Comcast Cares Day. Comcast had four projects in the MHCRC footprint, 20 projects total throughout Oregon and SW Washington, including over 2,100 volunteers in this region and over 100,000 volunteers around the world. Comcast was named 76 of the top places to work; LinkedIn named Comcast number 7. Farrar stated that Comcast has partnered with Sling TV, which provides international channels, as well as NPR. Comcast provides 1gig service, priced at \$70/mo. With regards to Goldenberg's earlier statements, Farrar encouraged the Commission to consider all views regarding Net Neutrality. Farrar introduced Comcast's new X5 Pod, a device that extends WiFi service.
  - **CenturyLink**  
Samantha Ridderbusch, CenturyLink, stated rates increased by \$7-10 per month in February and that subscribers and the MHCRC were sent notices in November. Ridderbusch stated that Oregon had 15 winners for CenturyLink's Teachers and Technology grants for a total \$60,000. In response to a question from Studenmund, Ridderbusch stated that CenturyLink's 'Price for Life' product does not include Prism TV.
  - **Reliance Connects-None**
  
- **PEG Provider Activity Report**

- MetroEast Community Media  
Marty Jones, MetroEast, shared two short videos. Jones stated MetroEast received a grant for \$55,000 for the Rockwood DIY. MetroEast has raised \$98,000 in grants. MetroEast is expanding summer programs, with plans to add podcasting, coding, and possibly virtual reality. Jones invited all to the MetroEast volunteer dinner.
- Justen Harn, Open Signal, stated Open Signal was the recipient of a City Club award. Open Signal is hosting the NW ACM conference, in addition to hosting a community visioning workshop on May 8. Open Signal is launching a community-driven, equity-driven membership program, with plans to implement a \$1 membership fee. Open Signal has seven youth camps scheduled.

In response to a question from Dicile, Harn stated that he expected a deficit in revenues in the first 6 months of FY17-18, but will hopefully see a rise in involvement after launching the membership program.

In response to a question from Dicile, Harn stated that he is anticipating a 7.9% cut in operations funding from the City of Portland for FY18-19, but a higher reduction is possible. Harn stated the Open Signal Board has already adjusted its budget to address the potential reduction.

- Public Comment: None
- Adjourn 8:40pm

Respectfully submitted,

Tyler N. Dice  
Assistant Program Specialist