

MT. HOOD CABLE REGULATORY COMMISSION  
MetroEast Community Media  
May 21, 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: 7:21

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

Commissioners Absent: Norm Thomas

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

- Agenda Review: Hansen noted the revised agenda handed out at the meeting.
- Disclosures: None
- Public Comment (non- agenda items): None
- **\*CONSENT AGENDA – NO DISCUSSION**

C1. January 22, 2018 Meeting Minutes

C2. April 23, 2018 Meeting Minutes

**Motion:** Goheen moved to approve the consent agenda. Bennett seconded.

**Vote:** 6-0 passed

- **REGULAR AGENDA**

\*R1. Centennial School District TechSmart Grant Agreement

Omelchuck referred to the Centennial grant agreement and project plan contained in the meeting packet. She stated that the Grant Committee vetted the grant project plan and the MHCRC conducted its work session on the grant prior to the last MHCRC meeting. Hansen said he appreciated the discussion at the work session and he was excited to move this grant project forward.

**Motion:** Dicile moved that the Commission approve the grant agreement with Centennial School District in the amount of \$1,201,301. Harden seconded.

**Vote:** 6-0 passed

**\*R2. Community Technology Grant: Portland Community College**

Gibbons stated that at the January meeting, the MHCRC selected eight Pre-Applications to move forward in the Community Technology grant process. Gibbons said staff communicated Commissioners' input to Portland Community College (PCC), along with detailed instructions for completing a final application. Gibbons stated that after meeting with PCC to clarify grant project details, staff is recommending that the grant be approved. She noted that at the January meeting, all Commissioners agreed to move the PCC pre-application forward.

In response to a question from Studenmund, Gibbons stated that the difference between the original pre-application grant amount and the final grant was just over \$6,000.

**Motion:** Harden moved to approve the 2018 Community Technology Grant agreement with Portland Community College in the amount of \$39,324. Studenmund seconded.

**Vote:** 6-0 passed

**\*R3. MHCRC Recommendation: Portland/Open Signal Operations Funding Grant Agreement**

Hansen explained that although the grant agreement for operations funding is between the Portland City Council and Open Signal, the Commission's role is to make a recommendation to City Council regarding support for the grant agreement scope of work and reporting requirements. Omelchuck noted she is still working through a few items in discussions with City of Portland staff and legal counsel. Omelchuck confirmed that the Commission's recommendation would be forwarded to the City Council, along with the City staff recommended grant agreement.

Hansen stated that the grant agreement was clear and easy to understand.

In response to questions from Bennett and Dicile, Justen Harn, Open Signal, stated that Open Signal can fulfill the scope of work and it supports a future vision for Open Signal.

**Motion:** Dicile moved that the Commission support the scope of work for the Open Signal grant agreement for operations funding from the City of Portland and forward a recommendation to the Portland Council for approval of a grant agreement with similar terms and conditions. Studenmund seconded.

**Vote:** 6-0 passed

**\*R4. FY2018-19 MHCRC Goals & Objectives**

Goldenberg stated the meeting packet included draft goals and objectives for FY2018-19 based on the Commissioners discussions at its planning retreat in February.

Hansen thanked the Commission for the level of work they commit to and believes the goals & objectives support the Commission's mission.

**Motion:** Bennett moved to adopt FY2018-19 Goals and Objectives. Dicile seconded.

**Vote:** 6-0 passed

**\*R5. FY2018-19 MHCRC Fund Budget**

Omelchuck stated that the Finance Committee reviewed and recommended the Commission adopt the FY2018-19 MHCRC Fund budget and forward it to the Jurisdictions for approval. Omelchuck noted that revenues from the cable companies are starting to decline. The budget was built on updated projections based on actual revenues late last fiscal year and the first two quarters of this fiscal year. She said jurisdictional presentations are scheduled and she will send each Commissioner talking points, the approved fund budget, and the MHCRC annual report closer to the meeting dates.

### Open Signal Budget Presentation

Justen Harn, Open Signal, gave a brief overview of Open Signal's FY2018-19 budget. Harn noted that Open Signal made some adjustments due to the proposed City of Portland's operations funding cut. Harn stated that revenues from the new membership program are trending higher than expected.

### MetroEast Community Media Budget Presentation

Marty Jones, MetroEast, gave a brief overview of MetroEast's FY2018-19 budget. Marty stated that MetroEast has utilized its "rainy day" fund to cover some expenses. In a response from Studenmund, Jones stated that to diversify savings, MetroEast moved \$400,000 from its investment account to a money market account. In a response to a question from Hansen, Jones stated that MetroEast's investments total roughly \$1 million. In a response to a question from Bennett, Jones stated MetroEast is working with the City of Gresham and the Rockwood neighborhood association about the possibility of the Rockwood DIY location becoming a permanent location and MetroEast might use capital funds on this project.

Dicile said she is amazed at the high value Jones and Harn continue to bring to the community media centers and she's impressed at the integration of new technology.

**Motion:** Dicile moved to adopt the FY2018-19 MHCRC Fund Budget and forward it to the member Jurisdictions with a recommendation for approval. Harden seconded.

**Vote:** 6-0 passed

\*R6. Authorize FY2017- 18 Contingency for Draft Financial Process Review

**Motion:** Studenmund moved to approve up to \$5,000 from contingency for the draft financial process review. Harden seconded.

**Vote:** 6-0 passed

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

Goldenberg stated that FCC Commissioner Clyburn resigned and a replacement has not yet been named. The cable industry has filed ex-parte communication asking the FCC to decide the question of: "Does cable companies' wireless equipment attached to their cable lines considered covered under cable franchises and service?" The FCC Broadband Deployment Advisory Committee (BDAC) has proposed a model franchise for states and municipalities, which is unfavorable to local government and will impact the Wi-Fi deployment.

Goldenberg noted an Oregon Ballot Measure 40, a constitutional amendment asking that the State prohibit internet providers from providing varying speeds based on content and payment. Currently, ballot measure advocates are gathering signatures. In a response to a question from Goheen, Goldenberg stated that the Oregon legislature initiated the ballot measure.
  - FY2018-19 Budget process/information

No further discussion.
  - Community Media grant agreement renewals

Omelchuck reported on the May 18 open house regarding the grant renewals attended by Open Signal and MetroEast staff, several Commissioners, and MHCRC staff. She stated both grant agreements would be presented to Commission in June.
  - TechSmart Initiative

Omelchuck noted the David Douglas School District grant agreement work session immediately preceding the MHCRC meeting and a final grant agreement should be ready for action at the June Commission meeting. She is also beginning discussions with Parkrose School District and Reynolds School District for the second round of TechSmart funding.

- Digital Inclusion Week & Summit recap

Gibbons described the activities of Digital Inclusion Week. She stated that the Portland City Council proclamation and the all-day Summit was a huge success with roughly 120 attendees, representing 68 organizations.

- Commissioner Reappointments

Studenmund and Bennett have both been reappointed to the Commission for three-year terms.

- Committee Reports

- Finance Committee - None

- Grant Committee - None

- Ascertainment Committee – None

- Open Signal Board Appointee – Dicile attend the Open Signal community visioning session. Studenmund attended the April Board meeting and she noted the diversity of the board members.

- MetroEast Board Appointee – None

- New business; Commissioner Open Comment

Hansen mentioned he has directed staff to seek short-term legal counsel services. Harden provided additional information about Ballot Measure 40.

- Meeting Schedule

June 18 – Open Signal

July/August - recess

- Franchisee Activity Report

- Frontier – Nicha Carlson introduced herself as the installation manager for Frontier.

- Comcast – Tim Goodman gave an overview of the Comcast local investment report. Comcast sponsored for The Boys and Girls Club and PPS All Hands Raised. 14 of the 60 Comcast scholarship recipients are in the MHCRC footprint. In response to a question from Dicile about the Internet Essentials program and its expansion and qualification requirements in the Portland market, Goodman stated he will be in contact with MHCRC staff and provide an update at the next meeting. Omelchuck thanked Goodman for resolving an I-net issue quickly.

- CenturyLink – Samantha Ridderbusch noted that CenturyLink’s CEO is retiring and the COO is taking the position. CenturyLink will be matching employee non-profit donations dollar for dollar, up to 1 million dollars June 4-15.

Torry Somers, Vice President & Legal Affairs, stated that with the growth of Over the Top (OTT) services and content costs, CenturyLink will no longer offer Prism services once its current franchise agreement expires. Along with this explanation, Somers handed out an info sheet outlining the cost on continuing Prism service versus converting to OTT. He explained that about a year ago CenturyLink sent a letter to staff requesting to extend the franchise; no action was taken to extend; and CenturyLink rescinded its request in March 2018. In response to a question from Hansen, Somers stated CenturyLink would transition cable TV subscribers to partner products such as DirecTV or AT&T once the franchise expires in 2021. He said the Prism product wind down is nationwide, not just in the Portland market, but CenturyLink would continue to honor its current franchise. In response to a question from Omelchuck, Somers stated that if someone requests Prism service and is qualified for Prism, CenturyLink will still provide this service, however, it might be more cost effective for a subscriber to opt for a partner subscription.

- Reliance Connects – None

- PEG Provider Activity Report

- MetroEast Community Media – Marty Jones presented a short video.

- Open Signal – Justen Harn discussed the black film maker incubator and thanked the MHCRC for helping make it possible. Harn described Open Signal’s work with technologists and tools that have given them the ability to work with mixed realities to create studio props. Harn stated that Adidas is partnering with Open Signal regarding ‘old school’ technology projects. Elemental raised \$4,000 for kids to attend Open Signal summer camps. Prior to officially launching the Open Signal membership program, they raised \$1,000 and at this point, the average membership donation is \$45. Harn shared a short video.
- Public Comment  
None
- Adjourned 9:12 pm.

Respectfully submitted,

Tyler N. Dice  
Assistant Program Specialist