



# Mt. Hood Cable Regulatory Commission

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

MT. HOOD CABLE REGULATORY COMMISSION  
Remote Meeting via phone or computer – Portland OR  
January 24, 2022 Meeting Minutes – **APPROVED**

## SUMMARY MINUTES

**Call to Order:** 6:30PM PM by Chair Studenmund

### Roll Call

*Present:* Commissioner Dennerline; Commissioner Thomas (6:32PM); Vice Chair Harden; and Chair Studenmund.

### *Absent:*

Commissioner Roche.

### Agenda Review:

- Agenda Review
  - Chair Studenmund stated that an executive session will be held prior to adjourning the regular meeting and that the MHCRC meeting packet contained a notice regarding the executive session.
- Disclosures: None.
- Public Comment (non-agenda items):
  - Richard Donin, lives in Portland, and is a Xfinity comcast customer. He states that he has noticed and researched, a \$10 per month Comcast fee per month for people that pay by check. Mr. Donin states it weighs most heavily on individual ages 60 and over that don't trust companies nor the internet have access to internet to have money taken out of their account without their consent. Mr. Donin has written a letter to the Oregon Attorney General's office outlining that this is a discriminatory practice. People who pay for their bill either by an automatic deduction from savings, checking, or credit card, Comcast has worded it so that it sounds like they are getting a \$10 credit because they are doing that; however, at \$10 a month - \$120 annually – they are charging people to pay by check, it falls heavily on anyone utilizing social security benefits. That \$120 could go towards medication, food, or a variety of things. Mr. Donin has also submitted a written complaint to the FCC and he has a FCC number; he also sent a written complaint to the FTC and to Senators Wyden, Sanders, and Warren. Mr. Donin spoke with the with the Comptrol of currency legal tender from bank; Mr. Donin finds being charged a fee for using legal tender despicable. The other issues are no other service oriented companies such as garbage, electricity, natural gas, charges a fee for paying by check.





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Mr. Donin believes that Comcast is using the money as revenue stream rather than providing service. He got a letter from Comcast regarding his FCC complaint that he filed, in it they say they tried to contact him a number of times, which Mr. Donin refutes. He states that instead he tried calling Comcast more than a dozen times only to be shut off, disconnected, no call back regarding concerns with this issue. Most notably, President Biden, signed an order that deals on this to make services more competitive. Mr. Donin states that legal tender should not be used to discriminate against people and that alone falls most heavily on people who have paid their bills on time for sixty or more years yet are being charged a surcharge – Comcast lists it as a credit for those that pay via internet, credit card, or direct withdrawal through their bank. That is not a credit, they are just giving people the opportunity to do that so when people do not want to do that they get charged. Mr. Donin states it doesn't cost \$10 a month to process a single check. They are batched processed by the thousands. Mr. Donin's complaint is that Comcast needs to look at their discriminatory process and MHCRC put them on notice that within 90 days, Comcast needs to provide a real number to process a single check, where that money is going, and oversight. Mr. Donin feels that this would be a reasonable request given that they provide no explanation for this additional fee. Mr. Donin states the letter he received from Comcast is dated January 19<sup>th</sup> but he received it today. Those situations are hurting Oregonians, those on fixed income such as Mr. Donin, and is an unnecessary charge considering no other businesses including the Portland Water Bureau. Most businesses in Portland accept all forms of payment equally, so why discriminate against those that pay by check – it is unfair. Comcast is not going to change; this is the 3<sup>rd</sup> time Mr. Donin has been in front of council with this issue. Comcast has no reason to change their behavior unless they are threatened with legal action. Mr. Donin has not received a letter back from the Attorney General's Office but was told they are looking into it. He received a letter from Senator Sanders who is outraged. Mr. Donin will follow up with MHCRC staff when he hears from the various offices he's addressed.

- Community Media Center Updates:
  - MetroEast: John Lugton, Interim Executive Director:
    - Decided ten days ago, their office would go into slight slow-down due to COVID-19 Omicron variant. They will keep doing individual checkouts, but will slow down the number of people in the building. They hope to be back full swing in a few weeks.
    - Before that, the education department got a photo shoot for promotional materials to start building the layout and design for the mobile media lab. They are also starting to work at De La Salle High School soon to teach a Digital Portfolio Class to help the high school students and get an online skills portfolio and resume. The last time they did it was at the Open School East.





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- From the production side of things, they are just about to wrap on Follow the Water done in conjunctions with Clean Rivers project. They hope to show it in a couple of months this powerful and hopeful project.
- They are going to be partnering with Open Signal for the NDIA conference, where they will be live streaming from six rooms. Jim and John are pulling together people to staff this for the 2.5 days and are excited for this collaboration.
- Open Signal: Rebecca Burrell, director of strategy, shared presentation:
  - Determine the name for the relationship between MetroEast and Open Signal.
  - Welcomed two new board members. Ruchika Agrawal is an attorney who practices law in the technology industry; she has been in their community for several years as a volunteer and advocate. Andre Gray, is a long-time producer at Open Signal and a deaf media artist; He has been apart of their initiative for Black filmmakers and is also a board member at CymaSpace and founder of Beyond Tone. Open Signal is introducing sign interpretation at all board meetings moving forward.
  - Open Signal Labs has been actively raising money for the past year to launch a new professional training initiative through Labs on a new production that will begin this Spring – The Outdoor School Project is a feature length film and a collaborative project with Portland-based filmmaker Ime Etuk. Etuk will direct this project which is expected to be circulated nationally and is based on the story of a local actor who grew up homeless in Irving Park. It will include a training component for Black media makers. Etuk will help design the training and help will recruit apprentices. Private funds raised to operate the program will provide at least 10 apprentices with a minimum of 250 hours each paid at industry standards on set, opportunities to gain experience in sound, lighting, wardrobe, production design, and more to build a focused career track. They will also receive 40 hours of training prior to production to help set them up for success.
  - OpenSignal thanked MHCRC for their \$137,000 grant and noted that MHCRC was their first investor. They have leveraged it many times to create a sustainable funding. Seed funding means more than we know.
  - They've had COVID infections amongst staff and they will be remote through the end of January, hybrid after that and pivot as pandemic requires.
- Franchisee Activity Report
  - Zply: N/A
  - Comcast: Tim Goodman provided an update and clarification.
    - Tim Goodman clarified that Comcast does not charge a fee for paying by check. Sent up the chain while he was waiting to speak, and it was verified to him. They





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will reach out to Mr. Donin if MHCRC directs it and states that he has not heard of that issue until tonight.

- They have a 2-year support agreement for Hacienda CDC for \$50,000 for 2022-2023 at Rockwood Village, providing computer equipment and digital literacy training.
- They are supporting Free Geek in the amount of \$20,000 to support their bilingual digital education video library.
- Providing \$20,000 to NAYA Family Center (for which John is a board member) to strengthen their employment opportunities and interests for Native youth to increase career exploration and readiness and career and technical education CTE in their college and career services center and onsite high school.
- Winter Olympics coming up in early February, products supporting Team USA.

## **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.

- C1. December 13, 2021 Meeting Minutes

**MOTION:** Commissioner Harden moved to approve the consent agenda (C1) as presented.

Motion seconded by Commissioner Dennerline.

**VOTE:** Motion Passed with 4 votes in favor and 0 against.

## **REGULAR AGENDA**

- R1. Awarding Grant Dollars Through Amendments Policy
  - Rana DeBey, MHCRC Community Grants Manager, presented that in a response to an identified need that staff is proposing a temporary policy for reviewing and processing amendments to current grant contracts which are requesting additional grant dollars. Staff would like to pilot this policy given the need within the grantee community and would be in effect from December 1, 2021 to December 31, 2022 on a trial basis. It will allow us to be responsive to community need and continuously changing landscape in which grantees are being required to pivot due to continued COVID-19 complications.

**MOTION:** Commissioner Harden moved to approve the Amendment Policy. Motion seconded by Commissioner Dennerline.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- R2. Community Grant Amendment: The CETI Group





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- DeBey presented. She made a correction for the record in the staff recommendation section of the cover sheet where it lists The Old Church as the grantee, but it is actually for the grantee CETI Group. The commission approved a grant agreement in June 2021 in the amount of \$76,867 for the purpose of their project entitled, “Archive, Creating Social Documentary Experiences.” That agreement is set to expire November 30, 2022. Although the work on the Archive has been receding due to ongoing complications related to the COVID-19 pandemic. CETI has identified the need to produce more videos for training and workshops to allow for remote access. In addition, some of the planned tours will be spaced out and done outdoors including interactive technology components for increased access and safety for the broader community. Additional technology requested will allow them to increase training participants to 60 from their identified communities and increase the number of videos produced to share with the broader community to 8 total. CETI is requesting an additional grant award of \$41,000. Combined with their previous grant award, that would bring their total grant award to a total of \$117,867. Staff recommends that the commission approve an amendment to the current contract for that additional award of \$41,000.

**MOTION:** Commissioner Harden moved to approve an amendment to the grantee agreement with CETI for an additional grant award amount of \$41,000. Motion seconded by Commissioner Dennerline.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- R3. 2022 Community Technology Grants.
  - DeBey presented 14 preapplications that were received of which 13 are eligible. Commissioner Thomas suggests moving forward with those rated 5. DeBey read those rated 5 along with their requested amount:
    - Community for Positive Aging is requesting \$57,145
    - Curious Comedy Theatre is requesting \$162,400
    - Day One Tech is requesting \$30,000
    - NAAME for the Key’s Beats and Bars Project is requesting \$77,500
    - Portland Community College is requesting \$13,406
    - Somali American Council of Oregon is requesting \$63,300
    - Wild Diversity is requesting \$49,115

**MOTION:** Commissioner Thomas moved to approve Community for Positive Aging, Curious Comedy Theatre, Day One Tech, NAAME, Portland Community College, Somali American Council of Oregon, and Wild Diversity forward in the granting process. Motion seconded by Commissioner Dennerline.

**VOTE:** Motion carried with 4 votes in favor and 0 against.





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- There were two applications that were rated 4. They include:
  - ELSO Inc. is requesting \$104,008 to expand programming by providing access to modern equipment and video production equipment and training for youth to create videos to support program objectives. Videos will be shared on their online platforms and community media center channels. This is a 12-month project.
  - Resolutions NW is requesting \$42,846.91 for a video series entitled *Immigrant Perspectives* featuring interviews with 6-12 individuals aiming for one video released every two months over the course of 1-2 years. It will highlight contributions from Immigrant communities.

**MOTION:** Commissioner Thomas moved to approve ELSO and Resolutions NW forward in the granting process. Motion seconded by Commissioner Harden.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- There were several preapplications that include
  - PSU School of Film is seeking \$85,675 for approximately 96 students in six courses during the academic year, will receive training on TV studio webcasting technology and multi-cam field production gear to generate 3 60-minute programs ready for broadcast that include game play, studio segments, athlete profiles, designed to tell a multi-tiered story about women in sports, inspired by the 50<sup>th</sup> anniversary of the Civil Rights law – Title IX. It will focus on the experience Portland area female and nonbinary athletes. It will be organized around the season of the Portland Ravens and produced across many locations.
  - The Lotus Seed Inc. is requesting \$54,574 to purchase equipment to foster economic empowerment for local teachers to gain skills in film, sound engineering, and video production. They seek to improve the career potential of graduating yoga teachers through workforce development training program where they will learn digital content. It will be lead by an Open Signal producer and. The virtual educational content will be shared through an online platform and through the community media channels.

**MOTION:** Chair Dennerline moved to approve PSU School of Film and the Lotus Seed Inc. forwarding in the granting process. Motion seconded by Chair Thomas.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- Mapping Action Collective is requesting \$52,066 to purchase audio-visual equipment and to support training and educational video production of at least 8 videos, 3 community spotlight videos, and podcast series about the importance of data, GIS, geographic information systems in social justice work.





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- Open Signal is requesting \$200,000 to combine website with an improved streaming platform to create a new capital asset. It will increase access to content for multiple groups and widen audience. Commissioner Harden would like to see meaningful data from mapping. Can present to any group, but the data and pictures that maps portray is compelling. He suggests a presentation from them before consideration of this project. Commissioner Dennerline wants to see an amortization schedule. Rebecca Gibbons can prepare memos and background information to present either at a formal meeting, retreat, or other time to delve into that if the application moves forward.

**MOTION:** Commissioner Harden moved to approve Mapping Action Collective and Open Signal forward in the granting process. Motion seconded by Chair Dennerline.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- R4. MHCRC Fund Financial Review Consultant Contract – Moss Adams LLC
  - Finance Manager Michael Wong and Minh Dan Vuong, City of Portland Contract Manager presented. The previous contract with Moss Adams has come to completion. Previous request to undertake the external auditors for MHCRC – RFP process and settled on Moss Adams. Current contract requests from current fiscal year to 2024 extensions 2025 and 2026. Auditors' Office on the phone in the event there are questions. In response to a question from Commissioner Dennerline, Wong states that Open Signal is a component unit but most of the time they are not there for external audits. In response to Commissioner Thomas's question, the MHCRC contract is riding with the city of Portland. Vuong Thomas – is the contract with MHCRC – Wong -riding with city of Portland. Vuong addressed increases in response to Commissioner Thomas.

**MOTION:** Commissioner Harden moved to authorize Moss Adams for the MHCRC FY2021-22, FY2022-23, and FY2023-24 Fund Audits. Motion seconded by Commissioner Dennerline.

**VOTE:** Motion passed with 4 votes in favor and 0 against.

- R5. MHCRC Planning Retreat Goals
  - Rebecca Gibbons, Strategic Initiatives presented retreat goals that staff has been preparing with Chair Studenmund. The retreat is tentatively scheduled for March 5, 2022. Director Perez meets regularly with Commissioner Rubio's office and Gresham City Manager, and they have a couple of ideas. There has been trouble finding a facilitator for the retreat. Rebecca RFP process that included Martha, however, many are at capacity for the winter and some not available until September. Wood Village, Mike Habate is the best bet so far.

**MOTION:** Commissioner Thomas moved to approve the MHCRC Planning Retreat Goals. Motion seconded by Commissioner Dennerline.

**VOTE:** Motion carried with 4 votes in favor and 0 against.





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- Staff Updates
  - 2021 Year-End Complaint Report:
    - Overall, complaints have gone down just over 52% compared to 2020, however, that is likely not an accurate capture due to gaps in the databases and staff transitions. The numbers represented are likely higher in reality due to inconsistent tracking and documentation of phone calls and emails and changes in how complaints were previously tracked. This is consistent across the board as we see a reduction in complaints for each provider as well for 2021.
  - MHCRC Annual Planning Retreat
  - MHCRC FY22-23 Budget Process. Wong provided preliminary numbers for MHCRC for personnel related expenses. Should be meeting a similar timeline as to previous years.
  - NDIA Net Inclusion Conference takes place February 15-17. Gibbons provided background information. The National Digital Inclusion Alliance have been aligned and benefited from their trainings and the CoP DEAP and DIN was selected as the host site for their annual conference for Spring of 2020 which was cancelled due to the pandemic and will have the 2022 conference in Portland. Several staff will be participating. Gibbons will report out on the takeaway from conference. Thank you to community media partners who are contributing the livestreaming.
- Committee Reports
  - Finance Committee will start meeting in March 2022.
  - Equity Committee has not met.
  - Policy Committee has not met.
  - Open Signal Board Appointee: Gibbons met with the board met a week ago, and they are doing a wonderful job. The board is very engaged, and they added two new board members, supportive of staff, communication and collaboration is great. The board is delving into their own workplans to support the organization on various levels and workgroups have been formed.
  - MetroEast Board Appointee: Commissioner Dennerline is meeting with the board tomorrow January 25, 2022.
- New Business
  - Commissioner Open Comment – Tim Goodman mentioned Free Geek they were out of computers, now Wood Village graduated 1<sup>st</sup> class of welcome to computers and another scheduled for the spring.
  - Hybrid meetings
    - We anticipated meeting hybrid meetings in January in response to governor's order, due to omicron variant, the requirement is delayed for now. Staff will monitor timeline and work to prepare commission for hybrid model potentially as soon as march meeting. In response to Commissioner Thomas, Rebecca states that the hybrid





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model will likely be a requirement ongoing even if the commission moves to in-person.

- 2022 Meeting Schedule:

- Tentative: March 5 MHCRC Retreat – doesn't work for several commissioners.
- March 21
- April: Recess
- May 16
- June 20

- Public Comment: None
- Executive Session (*held in Zoom breakout room*)

**MOTION:** Commissioner Dennerline moved to adjourn. Motion seconded by Commissioner Thomas.

**VOTE:** Motion passed with 4 votes in favor, 0 against.

**Adjourned:** 8:31 PM by Chair Studenmund.

Respectfully submitted,  
Ava Hansen, BSW  
Executive Assistant

