

METROPOLITAN AREA COMMUNICATIONS COMMISSION

BOC MEETING MINUTES

Friday, June 15, 2018

1. CALL TO ORDER – Roll Call

Nyberg called the meeting to order at 1:32pm and asked for a roll call.

In attendance: *Dan Keller, Banks; Rob Drake, Cornelius; Larry Hatch, Forest Grove; Peter Brandom, Hillsboro; Larry Gonzales, North Plains; Arne Nyberg, Rivergrove; Marc Woodard and Louis Sears, Tigard; Robert Kellogg, Tualatin; Jonathan Schlueter, Washington County; Shane Boyle, West Linn.*

MACC Staff: *Thaddeus Girard, Administrator/Creative Services Manager; Darryl Willis, Finance Manager; Kristen Gearhart, HR/Accounting assistant, Kristiyn Reimers, Administrative assistant.*

2. INTRODUCTIONS and COMMISSIONER ANNOUNCEMENTS - None

3. PUBLIC COMMENT PERIOD - None

4. ADDITIONS/DELETIONS TO AGENDA - None

5. CONSENT AGENDA

A. Approve Minutes of the December 21, 2018 Commission Meeting

Drake moved to accept the Consent Agenda item A - previous minutes; **Waffle** seconded. **Unanimous** vote in favor. **Motion Passed**

6. ELECTION OF OFFICERS – No Nominations Presented

There being no new nominations, the positions of Chair Nyberg, Vice-Chair Woodard and Secretary-Treasurer Hatch remain unchanged. **Unanimous** vote in favor.

7. PUBLIC HEARING - MACC BUDGET - No members of the public present

Nyberg opened a public hearing. MACC Secretary-Treasurer Larry **Hatch** presented the MACC Budget Committee Report and Recommendations. **Hatch** reported that everything is “business as usual” at MACC, and that there is approximately \$1 million dollars to be returned to the jurisdictions. There was a call for questions, and there being no questions the public hearing was closed.

Chair closed the public hearing and returned to meeting agenda @ 1:40pm

8. ADMINISTRATIVE ACTION ON MACC BUDGET: BOARD ACTION REQUESTED

A. Agenda Statement: Consider Adopting Resolution 2018-01 “Adopting a Budget and Making Appropriations for the MACC Fiscal Year July 1, 2018, through June 30, 2019.”

Hatch presented the agenda statement and Staff recommendation to approve. **Nyberg** moved for approval of the budget for 2019. **Drake** seconded. **Unanimous** vote in favor. **Motion Passed.**

B. Agenda Statement: Consider Approving Budget Amount for City of Cornelius Civic Studio Build, and authorizing the Executive Committee to work with MACC Staff to select a Contractor and to negotiate a Contract for Services.

Girard presented the agenda statement and Staff recommendation to approve at \$225,000. This amount exceeds the \$150,000 MACC policy Limit for the Administrator, so the Board must be involved, or must assign that duty to the Executive Committee. **Boyle** commented that the upgrades West Linn was able to complete with their budget have more than demonstrated it’s value to their organization

as well as to the community of West Linn. **Drake** moved for approval. **Kellogg** Seconded. **Unanimous** vote in favor. **Motion Passed.**

9. REGULAR AGENDA ADMINISTRATIVE ACTION ITEMS

A. Agenda Statement: Consider Spring 2018 PEG/PCN Grant Award Recommendations

Girard presented the agenda statement and Staff recommendation to approve. Commented that since 1999 MACC's grant program has provided \$20million in available grants. A review of recommendations was made and there being no questions, **Hatch** moved to for approval. **Keller** seconded. **Unanimous** vote in favor. **Motion Passed.**

10. MACC STAFF REPORTS – NO ACTION REQUIRED

A. Administrator and Franchise Operations Report

Girard presented his reports, sharing the following: MACC is nearing the 3 year Franchise renewal window with Frontier. Century Link is working to overcome some of its recent hurdles and is now slowly growing its number of MACC-area subscribers. Franchise fees for Comcast have been impacted recently and are down slightly. Demographic and populations changes will make this variable, and MACC is watching this situation closely.

Boyle gave a brief presentation on a report he put together to compare and contrast the value of West Linn Staying with MACC as opposed to leaving. Boyle has no current concerns or expectations of changes.

Girard Discussed Sherwood's apparent desire to re-join MACC, and where they are in their process, which is currently stayed. There is currently no action with regard to this.

B. Agenda Statement: TVCTV Report on TVCTV FY 18 Government and Community Programming Production and Projected FY 19 Jurisdiction Programming

Girard presented his report showing that though the TVCTV team is small, there has been an increase in production. A short video sampling some of the production work being done by TVCTV Staff was shared. Also discussed was the acquisition of the new production van coming in under budget, as well as the closed caption system being installed and its benefits across the jurisdictions.

Girard also presented staff's recommendation to adopt the proposed FY 19 Allocation of Programming for Jurisdictions.

Drake commented that transparency has helped the public see what their elected officials are doing and he thinks that government is better for it. It is not lost on him that value of the programming being put out and that MACC is valuable and well managed.

Nyberg added that the public's participation is crucial and that MACC productions are a helpful medium.

Girard commented that the studios are for the jurisdictions, and it's a resource there beyond just meetings if there is interest.

There being no questions, **Brandom** moved to adopt. **Kellogg** Seconded. **Unanimous** vote in favor. **Motion Passed.**

11. CABLE OPERATOR REPORTS – Oral Reports on Items Not on the Agenda

Jack Philips of Frontier – Discussed the uptick in complaints recently, as well as regulation, and call center management. Frontier has recently upgraded their gigabit services recently in our area. They are

spending about \$20 million on infrastructure upgrades, \$600,000 of which are in the MACC footprint. Their community involvement in our area of late includes providing free wifi at the various farmers markets as well as at the fair, and they are sponsoring the Portland Timbers.

Boyle asked if Frontier offers a lower tier for income challenged citizens that is comparable to what Comcast offers, and the answer is Yes.

Tim Goodman of Comcast – Tim is currently running solo for the whole NW region and is hoping that more staff will be brought on soon. Central assessment settlement was discussed, as well as the Next Generation network and its growth. In the next 6 months or so we should start to see the benefits of this in MACC’s footprint. Comcast has invested in the Tigard/Tualatin State of the City, Internet essentials events for the Boys and Girls Club and they have sponsored the Chamber Latino Festival and the Leaders and Achievers Program and Scholarships. They will also be sponsoring the West Linn and Lake Oswego Summer Concerts In The Park.

Keller asked about fiber being run in Banks and if there was an estimated timeline for available access. This question was clarified further by Tim (Comcast) and he replied that they should have access available to synchronous 1 gig up and down shortly. No specific date was given. **Keller** asked the commission for its support with regard to this issue and seeing that Banks gets access to this in a timely fashion.

Samantha Ridderbusch of CenturyLink – Informed the board that their former CEO Glenn had retired and was replaced by Jeff Stories. Glenn will remain on the board for now. Discussed their slow and steady growth in the area.

Willis thanked Samantha for finally getting a previous formatting grievance with reports solved. He is now receiving his reports in the proper format for MACC usage.

12. EXECUTIVE SESSION - Personnel Discussion per ORS 192.660(2)(i) “to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member.”

Commissioners went into Executive Session at 2:30; the public returned and the meeting resumed at 3:00 pm.

A. Commission Action

Drake moved for the board to appoint Thaddeus Girard as Administrator for MACC, to end the probationary status and elevate Thad to Regular status, and to increase his salary accordingly effective July 1, 2018. **Hatch** seconded. **Nyberg** called for a show of hands. **Unanimous** vote in favor. **Motion Passed.**

13. ADJOURNMENT - The meeting was adjourned at 3:10pm.