

**OWOSSO CABLE ACCESS ADVISORY COMMISSION**

**SEPTEMBER 8, 2008**

**5:00 P.M.**

**PRESIDING OFFICER:** Chairperson Steven Flayer

**PLEDGE OF ALLEGIANCE:** Chairperson Steven Flayer

**PRESENT:** Commissioners Kevin Brown, Jon Hagel, Christopher Hardwick, Jack Johnson, Jessica Thompson, Michael Tillotson, Vice Chairperson Paula Perry and Chairperson Steven Flayer.

**ABSENT:** Commissioners Greg Klapko.

**APPROVE AGENDA**

Motion by Commissioner Johnson to approve the agenda as presented with the addition of an Ad-hoc Committee report after the consideration of the minutes of the August 11, 2008 meeting.

Motion supported by Commissioner Hagel and concurred in by unanimous vote.

**APPROVAL OF THE MINUTES OF THE MEETING OF AUGUST 11, 2008**

Motion by Commissioner Johnson to approve the minutes of the meeting of the August 11, 2008 as presented.

Motion supported by Vice Chairperson Perry and concurred in by unanimous vote.

Staff liaison Amy K. Kohagen introduced Robert Wyse of Baker College who was attending the meeting in anticipation of joining the Commission.

**AD-HOC COMMITTEE REPORT**

Chairperson Flayer handed out notes from the meeting indicating a merger of OCTS, KoK, and the City would be possible and advantageous.

The committee discussed using the strengths of each of the organizations for the benefit of the whole. The report suggested OCTS serve as the primary "head end" and broadcast location due to the level of their broadcast equipment, KoK would potentially serve as a studio for those wishing to use a studio for filming purposes, the City would potentially provide funding through the assessment of the cable franchise fee. The report went on to suggest splitting broadcast time evenly between the three entities for a total of 56 hours each. A scheduling matrix would be developed to determine the priority of submitted materials. The committee further suggested sponsorships be explored as a possible means of self-sustainment and all possible technologies researched such as web streaming and online program scheduling.

Commissioner Tillotson expressed his concern over the report indicating he did not agree with the division of time between the three organizations, who would have responsibility for overseeing scheduling and how programming rules would be applied.

It was noted the report was only a list of suggestions the Commission could consider if it wished.

**ITEMS OF BUSINESS**

**RULES FOR ADDRESSING THE COMMISSION**

The current Rules for Addressing the City Council were presented to the Commission. There was discussion to modify one of the items to fit the needs of the Commission.

Commissioner Tillotson noted he was not in favor of restricting citizen comments in any fashion. He also questioned whether such rules could be adopted without a public hearing. It was noted the rules could be adopted without a public hearing.

Motion by Commissioner Brown to adopt Rules for Addressing the Commission as follows:

*Rules for Addressing A Meeting of the Cable Access Advisory Commission*

1. *These rules are adopted pursuant to Section 3(5) of P.A. 267 of 1976, commonly known as the Open Meetings Act.*
2. *The purpose of these rules is to establish procedures to be followed when persons desire to address a meeting of the Cable Access Advisory Commission so as to insure that all persons who wish to do so are afforded an adequate opportunity to exercise the right to address their city government while conducting the public business in an orderly, professional manner.*
3. *Persons wishing to address a meeting of the Cable Access Advisory Commission shall do so during times set aside on the agenda for that purpose and at other times when recognized by the Chairperson for the purpose of addressing the meeting.*
4. *Persons wishing to address the Cable Access Advisory Commission and attending officials shall stand, raise a hand, or otherwise signal a desire to speak, and wait to be recognized by the Chairperson. When so recognized, persons shall give their names and addresses, and address their comments and/or questions to the Commission.*
5. *Each person wishing to address the Cable Access Advisory Commission shall be afforded one opportunity of up to two (2) minutes duration during the occasion provided for citizen comments and questions at the end of the meeting.*
6. *In addition to the opportunities to address the Cable Access Advisory Commission described above, a citizen may respond to questions posed to him or her by the Chairperson or members of the Commission provided that members of the Commission have been given the floor by the Chairperson to pose such questions.*
7. *Each citizen comment and question period described in paragraph 5 shall last up to thirty minutes. If time expires for the comment and question period and additional time appears necessary to accommodate citizens wishing to address city officials, the Commission may vote to extend the period for a specific length of time. Only one such extension of each comment and question period shall be permitted during a Commission meeting.*

Motion supported by Commissioner Johnson.

Roll Call Vote.

AYES: Commissioners Brown, Hagel, Hardwick, Johnson, Thompson, Vice Chairperson Perry, and Chairperson Flayer.

NAYS: Commissioner Tillotson.

**DISCUSSION OF PROGRAMMING RULES**

The definition of "local" was debated. Some members felt local should apply to all Shiawassee County residents, others felt it should apply to only City of Owosso residents, still others thought it should apply to cable subscribers. It was decided to define "local" as anywhere within Shiawassee County. Further

distinction will be defined in the programming matrix which will be developed to determine the priority of submitted programs.

In considering the "Administration" section of the Rules there were questions regarding whether the definition of "Financial Support" would prohibit sponsorships (it was noted it would not), an objection to the establishment of quality standards, and questions regarding the definition of "COPAC Staff".

The following section of the Programming Rules was agreed upon by the Commission:

#### ADMINISTRATION

*Channel Operation-* programs produced by or for COPAC may be seen on Charter channel 3.

*Financial Support-* COPAC's operations are funded by franchise fees and public benefit monies paid by the cable operator under terms specified in City of Owosso Cable Franchise and Cable Ordinance.

*Owosso City Council-* Owosso City Council grants to residents of COPAC operations area, the privilege of using the city channel for programs that benefit the community. The council charges COPAC staff and COCAAC with the authority to implement appropriate programming.

*Cable Access Committee (CAC) -* the Cable Access Committee is an advisory committee consisting of 9 members acting under the jurisdiction of the Owosso City Council. Its function is to manage, allocate and review the use of the public benefit resources provided by the cable operator and to recommend to the City appropriate regulatory actions that may improve the public benefits potential of the cable system. It meets monthly.

*Program Development Committee (PDC) -* an advisory commission consisting of residents of the COPAC service area and a designee of COCAAC. Its function is to review all program proposals for COPAC with regard to their eligibility, the soundness of their concept, the practicality of their format and their demands on the resources of COPAC. It is the PDC's responsibility to work with each potential producer to develop programs of the highest technical and conceptual standards using the available resources.

*COPAC Staff-* To be determined.

Chairperson Flayer requested Commission members bring suggestions on how to define channel identity and content to the October meeting.

#### **CITIZEN COMMENTS AND QUESTIONS**

Commissioner Tillotson read aloud from the minutes of the August meeting noting an ad-hoc committee meeting scheduled for August 18<sup>th</sup>. He inquired why the notes from the meeting indicated the meeting took place August 25<sup>th</sup>. It was noted everyone was not available for discussion so the meeting was adjourned to a different day. Commissioner Tillotson noted he wanted to be involved.

Citizen Comments were ended early by action of the Commission.

#### **ADJOURNMENT**

Motion by Commissioner Johnson for adjournment at 6:35 p.m.

Motion supported by Councilperson Brown and concurred in by a 7 to 1 voice vote.

---

Amy K. Kohagen, City Clerk