

OWOSSO CABLE ACCESS ADVISORY COMMISSION

JANUARY 12, 2009

5:00 P.M.

PRESIDING OFFICER: Chairperson Steven Flayer

PLEDGE OF ALLEGIANCE: Chairperson Steven Flayer

PRESENT: Commissioners Christopher Hardwick, Jack Johnson, Christopher Perry, Michael Tillotson, and Chairperson Steven Flayer

ABSENT: Commissioners Kevin Brown and Vice Chairperson Paula Perry

SET TIME LIMIT AND RE-AFFIRM RULES OF CONDUCT

Motion by Commissioner Johnson to re-affirm the Rules of Conduct and set a 60 minute time limit.

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

APPROVE AGENDA

Motion by Commissioner Perry to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 8, 2008

Motion by Commissioner Hardwick to approve the minutes of the meeting of December 8, 2008 as presented.

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

ADDRESSING THE COMMISSION

Chairperson Flayer reminded the Commission the Mayor had requested they revisit their Rules for Addressing the Commission to consider moving the Citizen Comment and Question period to the beginning of the meeting to allow citizens to comment on items of business before the Commission takes action on them.

Commissioner Perry indicated he would like to consider adding a second Citizen Comment and Question period at a later time.

Motion by Commissioner Johnson to approve the Rules for Addressing the Commission, moving the Citizen Comment and Question period to follow the Approval of the Minutes as follows:

ADDRESSING THE COMMISSION

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. 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 prior to the consideration of any items of business.

5. 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.

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

PROGRAMMING RULES

Chairperson Flayer asked Commission members to each assemble a list of potential changes to the Programming Rules for consideration at the February 9, 2009 meeting.

GOALS – RE-EXAMINE THE GOALS OF THE COMMISSION

There was discussion to create a list of items to accomplish in the next 3-6 months. The list is as follows:

1. Solidify Programming Rules
2. Public
 - a. Solicit ideas from the public
 - b. Conduct viewership survey
 - c. Solicit questions/concerns for the Commission
 - d. Advertise the channels
3. Scheduling
 - a. Establish a central location for scheduling information
4. Equipment
 - a. Research upgrade of the head end with an aim toward future technology
 - b. Research playback equipment for possible replacement/expansion
 - c. Research software needs
5. Funding
 - a. Establish budget
6. Personnel
 - a. Determine personnel needs
7. Communication
 - a. Establish communication with City Council and the Mayor
8. Establish by-laws

The Commission spoke about the process of conducting a survey or series of surveys to gain information on the viewership of Channel 3. It was decided each member of the Commission would develop a list of potential questions so an elementary survey could be assembled at the February meeting.

The Commission went on to establish the agenda for the February meeting to include revisiting the Programming Rules and bringing together all the elements needed to conduct a survey. The March meeting will revisit the survey if needed and address the establishment of commission by-laws.

CITIZEN COMMENTS AND QUESTIONS

Commissioner Johnson indicated Commissioner Brown was not in attendance this evening due to health concerns, he asked the absence be excused.

Jeff Gulick informed the Commission he is a specialist in leased cable access and would offer his services and knowledge to help the group. He also informed the Commission where they could find more information on leased cable access on the web.

Chairperson Flayer announced the next meeting of the Commission is scheduled for February 9th at 5:00 p.m.

ADJOURNMENT

Motion by Commissioner Johnson for adjournment at 6:19 p.m.

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

Amy K. Kohagen, City Staff Liaison