



**Austin Community Technology and Telecommunications Commission**  
[www.ci.austin.tx.us/telcommission](http://www.ci.austin.tx.us/telcommission)

**Regular Meeting**

**Minutes**

**Wednesday, January 14, 2009**

The Austin Community Technology and Telecommunications Commission convened in a regular meeting on Wednesday, January 14, 2009, 301 W. 2<sup>nd</sup> Street, Austin, TX, City Hall, Room 1101.

**1. Call to order – January 14, 2009 - 6:35 p.m.**

Commissioner members in attendance:

Chip Rosenthal  
Jim Howerton  
Wendell Ramsey  
Arthur Sampson  
Kedron Touvell  
Lemuel Williams  
Randall Kolb

City staff in attendance:

Rondella Hawkins  
Jane Reina

**2. Adoption of agenda.**

The agenda was adopted on a 7-0-0 vote of the Commission

**3. Citizen Communication: General**

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

Sue Ann Campbell presented at list titled: “Toward A Better Public Access Television Station” which is a list of things she feels needs to happen for public access to be a good place to produce shows. She also stated producers are not being notified when they have a violation.

**4. Approval of minutes – December 10, 2008 Commission regular meeting.**

The minutes from the regular meeting of December 10, 2008 were approved on Commissioner Howerton’s motion, Commissioner Ramsey’s seconded on a 5-0-2 vote.

Commissioners voting aye were: Chip Rosenthal, Jim Howerton, Wendell Ramsey, Kedron Touvell, and Lemuel Williams.

Commissioners abstaining from voting were: Arthur Sampson and Randall Kolb.

**5. Invited Presentations**

channelAustin quarterly update and presentation on producer survey. (wp1) (Linda Litowsky)

Linda Litowsky, General Manager, channelAustin, made a PowerPoint presentation of business conducted during their last (1<sup>st</sup>)(Oct, Nov, Dec 08) quarter that is due to the City by January 22, 2009. Annual reports are due to the City in December. In these reports channelAustin reports their training numbers, outreach in customer service, resource allocation, programming numbers and other things like the number of active producers.

Ms. Litowsky stated that the producer's survey was conducted in March 2008. The survey was responded to by 22% of the active producers. Overall, channelAustin got a satisfactory rate (7.21% out a scale of 10). Dr. Nancy McClure from St Edwards University conducted the survey along with her graduate class and is available to explain the survey if needed. In 2007 there were 1,219 producers enrolled in training, in 2008 there were 1,534. A 19% increase in producer certification.

The Policies and Procedures for channelAustin are posted online at [www.channelaustin.org](http://www.channelaustin.org) under forms which includes definitions and the grievance process and grievance form.

The Commission requested channelAustin provide the Commission with a monthly summary of violations, appeals and grievances filed against channelAustin.

#### Citizen Communications:

Laura Thompson stated that not once in her many years at public access has she had a problem with equipment, staff and instructors. They have always been courteous and always there to help her.

David Griffin stated he is not getting open records he requested from the City specifically the information on the new wiring that CTM is doing at the access facility. Stated he has filed a lawsuit against PACT for age discrimination.

Sue Ann Campbell stated there are glitches on the airing of programs. She asked what happened to the new roof for the public access studios. She also stated there are very few pieces of equipment at the studios where you can view your old tapes.

## **6. Staff Briefings**

### **a. Legislative, Regulatory and Policy update. (wp7)**

Rondella Hawkins, Manager, City of Austin, Telecommunications & Regulatory Affairs, reported that the Texas Legislature convened January 13<sup>th</sup> and Channel 6 will air the sessions live except for Thursdays and Friday were on those days Travis County Television will air the sessions. If Council and board meetings are preempted with the airing of Legislative sessions then Channel 6 will tape and air the meetings later.

Commissioner Rosenthal requested staff to contact Channel 6 regarding streaming the legislative sessions.

The Obama administration is requesting a delay of the DTV transition that is currently scheduled for February 17, 2009.

Congress passed a bill December 23, 2008 allowing broadcast stations to voluntarily keep their analog signals going for 30 days after February 17, 2009 DTV transition. They will provide emergency alert information along with bilingual information on how consumers can make the digital transition.

Meals on Wheels are asking the community to donate their unused converter box coupons. For more information please call Sandy at 476-6325 or go to [www.mealsonwheelsandmore.org](http://www.mealsonwheelsandmore.org)

b. Public Access Television update. (wp1)

Stefan Wray reported that Austin Energy (AE) set up monitoring to measure temperature and air flow throughout the public access facility and have checked and calibrated the thermostats. A new electric meter will be installed so usage can be monitored.

When the new roof is installed it will come with a new exterior skin.

Commissioner Rosenthal emailed Ms. Mannes, Director of Building Services, earlier in the week requesting a status on the new roof installation at the public access facilities.

The design of the wiring for the access facility was done by Communications and Technology Management (CTM) and Garry Wilkison. The installation will be done by an outside contractor.

Rondella Hawkins, Manager of the City's Office of Telecommunications & Regulatory Affairs, reported that the City and channel Austin met with Time Warner Cable (TWC) this morning and they will be sending a request to TWC to issue a purchase order for the equipment.

Citizen Communications:

Sue Ann Campbell stated people are going to get the same answer if they fill out a grievance form or not, so they don't take the trouble to fill out the form.

c. Grant for Technology Opportunities Program (GTOPs) report. (Sheena Harden) (wp2)

Commissioner Williams, GTOPs Review Committee Chair, stated 20 oral presentations were made today, January 14, 2009 to the review committee. The scores will be due to the TARA Office by January 22<sup>nd</sup> and the final deliberations will be done January 26<sup>th</sup>.

## 7. Old Business

DTV Community Forum Task Force update. (Touvell) (wp4,6)

Commissioner Touvell stated the Task Force met last month with an FCC representative. The FCC rep has been holding an average of 1 to 2 DTV information events a day. The Commission and City Staff are working with the rep to coordinate events. He will be at the Black Family Awareness Technology Week event. We are looking forward to an update from the FCC rep soon regarding the coupons and scheduled February 17<sup>th</sup> DTV deadline.

The FCC rep stated the Austin broadcasters are looking at holding a 2<sup>nd</sup> DTV Answers Day. City Staff is working with 311 in an effort to coordinate phone support with the broadcasters when the transition happens.

## 8. New Business

- a. Approve Austin Community Technology & Telecommunications Commission's (ACT&TC) meeting schedule for the year.

**The approval to hold the annual Workplan retreat at this Commission's November 18, 2009 regular meeting and to hold no regular meeting for the month of July 2009 of the Austin**

**Community Technology & Telecommunications Commission was approved on Commissioner Sampson's motion, Commissioner Kolb's seconded on a 6-0-1 vote.**  
**Commissioners voting aye were: Chip Rosenthal, Wendell Ramsey, Arthur Sampson; Kedron Touvell, Lemuel Williams and Randall Kolb**  
**Commissioners abstaining from voting were: Jim Howerton.**

- b. Discussion and possible action on ACT&TC By-laws changes.

There were no changes submitted to this Commission's By-laws.

Commissioner Rosenthal is concerned with some of the things that are set out in the standard by-laws which are the handling of recusals and abstentions when the Commission votes. He will bring forward a letter to the Clerk's Office, regarding this, at a later meeting.

- c. Update reports on networking relationships with other boards/commissions and groups, citywide and ACT&TC information items.

Commissioner Ramsey stated he regularly attends the African American Resource Advisory Committee meetings. This is a collaborative opportunity with another Commission as set out in our Workplan.

Commissioner Williams met with City Staff to address the issue of the Ascertainment Study. There will be several organizations and individuals he will be speaking with regarding the study and will be giving and update to staff and this Commission.

#### **9. Discussion of agenda items for ACT&TC future meetings.**

Proposed agenda items for the February 11, 2009 regular meeting:

- GTOPs recommendations (wp2)
- Austin Free-Net update (Dale Thompson) (wp5)
- Presentation from Economic Growth & Redevelopment regarding their City Loan Program (Jim Butler) (wp5,9)
- DTV Community Forum Task Force update. (wp4,6)
- Technology Ascertainment Study Task Force (Williams) (wp3)

#### **10. Adjournment**

The meeting was adjourned at 9:09 p.m.

***This is a summary of the activities at this meeting. To view the full meeting on DVD please visit the Austin History Center, 810 Guadalupe Street, Austin, Texas, Phone (512) 974-7480***