

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – JANUARY 10, 2001
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order

Commission Chair Leslie Pool called the meeting to order at 7:34 p.m.
Commissioners in attendance were Leslie Pool, Matthew Curtis, Elango Rajagopal,
Rosemary McMahon, Amy Mok, and Wendell Ramsey
Commissioner Deborah Hill was absent.
City staff in attendance was Jane Reina.

2. Adoption of agenda

**Motion to adopt the agenda was made by Commissioner Mok; seconded by
Commissioner Ramsey. Vote 6-0. (Commissioner Hill was absent)**

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for December 20, 2000 Regular Meeting

**Motion to approve the minutes from the December 20, 2000 Regular Meeting was
made by Commissioner Mok; seconded by Commissioner McMahon. Vote 6-0.
(Commissioner Hill was absent)**

5. Director's report

The report included miscellaneous standard monthly reports.

6. Discussion and possible action on the following

a. Resolution on including young women in technology (Mok)

Resolution to be presented to the Council Committee for Telecommunications
Infrastructure is as follows:

**Motion to adopt the resolution on including young women in technology to
be presented to the Council Committee for Telecommunications
Infrastructure reads as such:**

**WHEREAS, digital technology is the key to community communication in
the future,**

WHEREAS, accessibility to digital technology is the key to bridging the digital divide, “providing digital opportunities”,
WHEREAS, there is a substantial gap between the genders in accessing digital technology,
WHEREAS, it is crucial to engage both genders in shaping the future of the digital technology; NOW THEREFORE,
BE RESOLVED BY THE AUSTIN TELECOMMUNICATIONS COMMISSION:
Recognizing the gender gap, the Austin Telecommunications Commission’s 2000 - 2001 work plan will include a focus on outreach to young women.

Motion was made by Commissioner Mok; seconded by Commissioner Ramsey. Vote 6-0. (Commissioner Hill was absent)

- b. Briefing on Telecommunication Commission By-laws (Mok and Ramsey)

Motion to take up for review the Telecommunications Commission By-laws and consider for possible action on amendments at the February 14, 2001 meeting was made by Commissioner Mok; seconded by Commissioner Curtis.

- c. Discussion on moving March regular meeting date

Motion to move the March 14, 2001 regular meeting to March 21, 2001 was made by Commissioner Rajagopal; seconded by Commissioner Curtis. Vote 6-0. (Commissioner Hill was absent)

- d. Web site review and commentary (Ramsey)

Commissioner Ramsey gave a brief overview of the information contained on the Telecommunications Web site.

The key sites are:

Grant for Technology Opportunities
Providing Digital Opportunities to Bridge the Digital Divide
Community Technology Initiative (CTI)
National Task Force of the Democracy Online Project
Austin Community Access Center (ACAC)
Multimedia Planning Recommendations
Community Networking Efforts (FreeNets)
Article – Online Security

The Commission talked of having a link to the Austin Music Network (AMN).

Commissioner Curtis will represent the Telecommunications Commission at the January 18th Council session in support of the collaboration of the AMN, ACAC and Channel 6.

Commissioner Curtis stated that he and Rondella Pugh with the City's Telecommunications Office had a meeting to discuss GTOPs publicity. The suggestions were promoting the program on the FOX channels morning program, Channel 8 and Public Service Announcements (PSA) on KUT and KO-OP. The next step is to put together a press release with the Public Information Office (PIO).

Commission Mok prepared the cover letters to the private sector and non-profit organizations to go out with the GTOPs application. The Commission will review the letters and send any changes to Jane Reina in the City's Telecommunications Office.

The GTOPs timeline:

January 31, 2001	Applications out to the community & tentative press conference (Invite Mayor or Jackie Goodman)
February 14, 2001	Conduct Q & A #1 at Regular meeting
February 24, 2001	Q & A (location to be determined)
March 19, 2001	Deadline for applications
March 21, 2001	Appoint Review/Selection Committee at Commission meeting
March 26, 2001	Review process by Review/Selection Committee
April 2, 2001	Award GTOPs grants
April ?, 2001	Schedule showcase grantees (to be determined)

Commission McMahill briefly spoke on the ZNet white paper she is preparing. She stated that ZNet is an out source for a city to manage their rights-of-way.

7. Future agenda items

For action – regular meeting (02/14/01)

- GTOPs question and answer
- Approval of changes to the Telecommunication Commission By-laws

Standing items:

- Downtown Commission Report
- GTOPs update
- Council Committee for Telecommunications Infrastructure Report
- Commission information

Commissioner Pool asked the Commission to review the workplan and at a future meeting will discuss assigning time frames to accomplish these items

8. Adjournment

Motion to adjourn the meeting at 9:04 p.m. was made by Commissioner Ramsey; seconded by Commissioner Rajagopal. Vote 6-0.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – FEBRUARY 14, 2001
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order

Commission Chair Leslie Pool called the meeting to order at 7:00 p.m.
Commissioners in attendance were Leslie Pool, Matthew Curtis, Deborah Hill, Rosemary McMahonill, and Wendell Ramsey
Commissioners absent were Elango Rajagopal and Amy Mok.
City staff in attendance was Rondella Pugh and Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner McMahonill; seconded by Commissioner Hill. Vote 4-0. (Commissioner Curtis arrived late)(Commissioners Rajagopal and Mok were absent)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for January 10, 2001 Regular Meeting

Motion to approve the minutes from the January 10, 2001 Regular Meeting was made by Commissioner McMahonill; seconded by Commissioner Hill. Vote 4-0. (Commissioner Curtis arrived late)(Commissioners Rajagopal and Mok were absent)

5. Director's report

Rondella Pugh, Management Analyst with the City's Telecommunications & Regulatory Affairs Office reported:

Austin Community Access Center will be undergoing renovations between February 19th through March 5th.

The National Association of Telecommunications Officers and Advisors (NATOA) is holding a regional conference in San Antonio, May 10-11. On May 9th the Texas Association of Telecommunications Officers and Advisors (TATO) will hold a Legislative Update, an annual business meeting, and reception in conjunction with the NATOA events.

Hosted by Capital Area Training Foundation (CATF) the Community Technology and Training Center (CTTC) will celebrate the opening of their second site at Reagan High School, February 22, 2001, 6:00 to 8:00 p.m. Keynote speaker will be Congressman Lloyd Doggett and special guests include Mayor Pro Tem Jackie Goodman and AISD Superintendent Dr. Pat Forgione.

On 2/08/01, Texas Rep. Kim Brimer filed HB 1400 relating to the regulation of cable television companies and cable television services; providing administrative penalties. It was referred to the House State Affairs Committee on 02/12/2001.

HB 1400 would enact sweeping changes to the existing cable regulatory landscape by placing all cable services and cable entities under Public Utility Commission of Texas (PUCT) jurisdiction. The Bill would create a new Chapter of the Utilities Code: "Subtitle D."

The proposed law establishes a burdensome regulatory structure (to be financed by a new "tax" on cable services.) For the most part the PUCT's role duplicates functions currently assumed by municipalities. The Bill also articulates subscriber rights/cableco obligations that largely duplicate federal law (with a few refinements.) The only new aspect of the proposed regulatory structure is the duty to interconnect and the "open access" requirement. This strips away the current "editorial" aspect of cable service as provided today.

As written, this is not a good bill for cities. The cable industry will most likely also be against it. The telecommunications providers will most likely be neutral or favorable.

The report included miscellaneous standard monthly reports.

6. Discussion and possible action on the following:

Approval of changes to the Telecommunication Commission By-laws

Motion to approve changes to the Telecommunications Commission By-laws was made by Commissioner Ramsey; seconded by Commissioner Hill. Vote 5-0. (Commissioners Rajagopal and Mok were absent)

7. Standing items:

a. Downtown Commission Report (Curtis)

Commissioner Curtis reported that he has e-mailed the Downtown Commission asking them if they had any ideas for a physical location of a Media Center for the Austin Music Network (AMN), Austin Community Access Center (ACAC), and Channel 6 collaboration.

b. Council Committee for Telecommunications Infrastructure Report (Pool)

Included in the packet to be presented to the Council Committee was the formatted copy of the resolution recognizing the gender gap.

c. Commission information items

Commissioner Hill requested that under Commission information items we place an item regarding the AMN/ACAC/Ch. 6 collaboration. She also asked that we take another look at the 1997 Bond Ballot language recommendation regarding a community technology center.

d. GTOPs update

The Commission changed the applications review process by Review/Selection Committee time line from March 26, 2001 to April 9, 2001. The Estimated date for award notifications time line was changed from April 2-9, 2001 to April 23-27, 2001.

The regular meeting of the Austin Telecommunications Commission was adjourned at 7:35 p.m. and the question and answer session on GTOPs was opened.

8. Question and Answer session on Grant for Technology Opportunities Program (GTOPs)

Daniel Gomez with Hispanic Connection:

Question: Who is Eligible? Community Based Organizations what do you have in mind, because several community based organizations are not organized officially. Example: a parent association.

Answer (Ramsey): The wording of the document is to allow for partnerships. If it is an individual, it will allow them to find other groups and organizations that may already have a name recognition to provide additional partnerships.

Answer (Pugh): These are public dollars. If there is one person, it is good to partner with a non-profit that could do fiscal agent things, rather than giving it to a group of 3 people organized around a certain cause.

Question (Gomez): An after school computer lab with the Parents Association and the School would be a partnership.

Answer: Yes

Question (Gomez): Then who would the funds be awarded to, the school or the Parents Association?

Answer (Hill): We have to have a non-profit organization that would take on the distribution of the funds. This would give the City some insurance that the money is spent in a civic way.

Question (Gomez): Can an organization or group apply for more than one project. Example: We want to get computers for a lab. The next project would be to provide training.

Answer (Ramsey): Two different projects, two different applications request, as well as the option of any one group can be listed on more than one application, providing in-kind services or matched toward the project.

Question (McMahill): Did you want to do one application that covers two projects or two different entities?

Answer (Gomez): It goes back to the when the school wants to provide the computers but does not want to train.

Answer (Ramsey): You can make one application and in the break down you can specify the key project and have them broken out by the budgets.

Question (Gomez): This is a citywide project. Are you going to make efforts to make sure that it gets to all sides of the city or a particular side of town?

Answer (Hill): We define community as, communities of interest, communities that are geographic, and communities of commonality. Ms. Hill suggested that Mr. Gomez refer to the side bar on page 4 of the Guidelines.

Question (Gomez): Are you going to take any recommendations from the public on the appointment of the selection committee?

Answer (Hill): We will be happy to take any recommendations that the community has. If you are applying for a grant you will not be eligible to be on the committee nor any one that is part of the project.

Frieda Gress, representing herself:

Question: The goals that the grants are seeking to address, what about projects that might be addressing some of the underlying needs or would be cross organizational impacts. Specifically curriculum, tech support, community mapping and evaluation.

Answer (Ramsey): One of the aspects of the request for funds has to do with planning. It does allow for requesting moneys to do the planning. If you need staff to do the planning and in this case identifying and consolidating curriculum. Building a resource base to help support upcoming projects.

Answer (Hill): The intent of this grant was to help support small organizations.

Question (Gress): Individual in the community that looking for someone to partner with on a project that needs their full attention. Example: Someone wants to work on a video project or a web site, that really a single person could do but would be bringing in a lot of other resources and connections. I don't know if they feel that there is space in the grant for them or how deal with the money flow.

Answer (Ramsey): It sounds like we need to provide additional resource lists. For instance as we identify more corporations or organizations that are interested in providing matching funds we could make this available.

Question (Gress): Are you looking for private sector involvement on your selection committee? Weather you may have situations with conflict of interest if they are people who want to get involved with the project and they may want to separate themselves.

Answer (Hill): We will be looking for people who are not involved with the projects. We want to have people who are aware of the things that are involved in doing a community media project. People who come forward and want to be on the selection committee or are nominated that we have some background information from them.

Question (Gress): When the grant is awarded, when do they start getting the money?

Answer (Pugh): There will need to be a contract negotiated between the City and grantee. As soon as that is completed then we can work out a schedule for disbursement of funds. If we make the award on April 27th then we should allow a least 2 weeks for paper work to be finalized. We will make every effort to expedite it.

Nuria Zaragoza with Any Baby Can

Question: We are considering either strengthening one of our ongoing technology literacy programs or starting a new one in Dove Springs. One of the examples you use in the application is develop a public computer lab in a neighborhood where one does not currently exist. I know there are similar projects going on in east Austin and I was just wonder if the Commission has a since of where you feel the gaps are?

Answer (Ramsey): One of the comments that came up earlier was community mapping. We know of at least two sources that have started community mapping but as of now we have no status on these projects are. We will need to find out the information for you.

9. Future agenda items

For action – regular meeting (03/21/01)

- Report on Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 collaboration to be included under standing items, Commission information items.
- Re-visit the 1997 Bond Ballot language recommendation regarding a community technology center.

10. Adjournment

The GTOPs question and answer session adjourned at 8:25 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
SPECIAL CALLED MEETING - FEBRUARY 24, 2001
REAGAN HIGH SCHOOL CONFERENCE CENTER
<http://www.ci.austin.tx.us/telcommission/>**

This only a summary due to the meeting failing quorum

1. Call to order

Commissioners in attendance were Wendell Ramsey, Amy Mok and Matthew Curtis.
The meeting failed quorum.

The meeting was called to order by Commission Vice Chair Wendell Ramsey at 1:00 p.m. to address the concerns of the public in attendance.

2. Question and Answer session #2 on Grant for Technology Opportunities Program (GTOPs)

Cynthia Clement, Austin Area Urban League

Question: Is this a reimbursement contract? Is this money project started up money?

Answer (Pugh): It is more of a reimbursement program. We'll be able to advance up to 15 to 25% for start up.

Question: Are those only Capital projects the long-term projects? What constitutes the long-term project and the short-term project?

Answer (Mok): The two categories that the application talks about either you can be a start up, then that can be part of your seed money or we are looking at projects that can be completed in 6 months. It can also be a long-term project and you use it as seed money, but then you may need to tell us how you are going to sustain. Should there be no City money to fund you on your second year how are you going finish the project. If you could tell us that even if we have a one-year project it can still do something to meet the requirements.

Question: Let's say this is not a capital project, that you're not building but your project is year-long. Does that put you in the large capacity category?

Answer (Mok): Yes, it depends on what you want to do.

Answer (Ramsey): Some of these monies also provide for you to do key planning. It dose not have to do with actual build out in that first year.

Question: Is the any way to make the application on the web a word document so that we can fill it out on line.

Answer (Ramsey): Yes, the application will be made into a word version.

Question: On you competitive rating process, do you have a scoring sheet that you are using?

Answer (Mok): No, we have not developed that. It is going to draw from the goals. Refer to the first page. We do not want to wave one over the other. It is important if your project can meet as many goals possible.

Question: When you say you can email in your application, is it the same address as where you can get the application?

Answer (Pugh): On the first paragraph of the actual application is the email address to send it to. Rondella.pugh@ci.austin.tx.us

Question: Are you going to send a response that this application was received.

Answer (Pugh): Yes

Jane Anaejionu, Tech Bridge Institute of Austin

Question: I noticed that is a requirement of a one to one match on this project. For a very new organization who really doesn't have cash but who has lots of enthusiasm. If it is a totally in-kind match will that still be given as strong or as much consideration as one that has no cash match.

Answer (Mok): As it says on the language, in-kind as well as cash matching as acceptable. We did not put down how much percentage needs to be in-kind and how much needs to be monetary.

Question: So if there is no monetary match is it still within the realm?

Answer (Mok): Yes

Question: Is there a timeline included in the applications packet as to when your decision will be made as to which ones you will fund.

Answer (Mok): Your information is located on page 2. It is our intention to make this grant application as friendly as possible. To be fair we need to implement some guidelines and directions. Then we can justify to the Council that this what we want to do.

Question: We have submitted grants to some federal agency and we have designed a program and tried to be accurate about what it required to do the project then they will fund you for less than you asked for. Then you need to go and rearrange your program in a since. If you fund a program do you think you will be funding it at what is requested?

Answer (Mok): We will be looking at that and it is a possibility that we would be asking you to work out your budget to get less funding. There will be some negotiating.

Question: In the project that I am proposing, it is a new group and they are going to partner with another facility. I trying to figure out how much match we can get out of the facility that we are using because it seems to suggest actual cost of using a building or room for your project can be included. Would that mean that I could not include the value of the space if I were renting it? If this group was not going to contribute that to the project.

Answer (Mok): This classroom already has a clause in it but then you are adding a component to that class. I don't think that can be considered. If you say in order to make this project work

I have to have an additional room of 500 square feet. At the market value of \$1.00 a square foot so the in-kind donation of this facility will be \$500.00.

Question: If I am talking about an empty facility that we are going to begin to use for this purpose and it has never been use that was before than I could calculate its value as in-kind?

Answer (Mok): Yes

Adrian Archuleta, Austin Cinemaker Co-op

Question: The organization that I am involved with has already been functioning for over four year. We allow anyone interested in film making in the community to have access to resources. The large capacity building projects mentions 12 months to complete. If we apply for the large capacity project and we might not qualify would we be considered for a small project?

Answer (Mok): It depends of the applications and how many we have received. There are no rules to stop you from applying for a small and a large project.

Answer (Ramsey): You can submit multiple applications for different project. The key is how you report it. We indicated you could report it under one project but we would still want it broken down so that we knew how many project were being scoped under that one request. Since we are looking for a variety of partnerships. Resource mapping as for as understand what resources are out there. If you don't know someone else who might be able help you to fulfill one of your request, hopefully we would be able to provide some directions to you help find that person.

Answer (Mok): It would be better for you to submit a small project and a larger project then for us to put your large project into your small project. We are not going to be responsible about your wishes.

Question: How will the 100,000 get divided up?

Answer (Mok): We have a large and small capacity grants.

Question: Once the project gets implemented then we are required to provide a progress report.

Answer (Mok): Yes

Question: Is this funding for the Austin area? It is for Texas? Can you include Round Rock for adjacent cities or counties?

Answer (Mok): For the Austin area. I would be a good idea, because it is coming from Austin. We will not stop you from collaborating with the state money that can be used as a leverage. The project you are doing will serve the people in Austin and the adjacent areas.

Ana Sisnett, Austin Free-Net

Question: What are you expecting of that individual in terms of their participation? Would the organization assume responsibility for the project?

Answer (Mok): For an individual to apply they need to have the support of a non-profit to provide them with some administrative support.

Answer (Ramsey): It would be between the individual and the organization that they try to match and to identify how much resources from the organization compared to the individual or individuals. Like who is working on the actual proposal and who is working on the planning and implementation. We just look at the full packet and it sounds like a great idea, here is the money come back and show us what you can do with it. We will be relying heavily on the groups or submitters of the proposals to work out those details.

Paul Anaejionu, Texas Academy of Excellence

Had no questions

Bown Homrotsamy, UT Student

Only attending to observe for a class

Lynda Crowell, Girl Scouts

Had no questions.

3. Adjournment

The meeting was adjourned at 3:00 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – MARCH 21, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commission Vice Chair Wendell Ramsey called the meeting to order at 7:40 p.m. Commissioners in attendance were Wendell Ramsey, Deborah Hill, Amy Mok, Matthew Curtis, Rosemary McMahill, and Patrick Rodriguez. Commissioners absent were Leslie Pool, Kevin Kane and Elango Rajagopal. City staff in attendance was Rondella Pugh and Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Mok; seconded by Commissioner McMahill. Vote 6-0. (Commissioners Pool, Rajagopal and Kane were absent)

3. Citizen communications (3 minutes to speak)

Stefan Wray with Iconmedia stated in documents handed out to the Commission: The City of Austin should adopt a community media policy that embraces the notion of neighborhood based community access interactive digital media centers. In doing so, the City should collaborate with groups already working in this area and help to expand current facilities existing in libraries, schools, community centers and more established community access media centers like Austin Community Access Center (ACAC). Mr. Wray presented a **draft** resolution that he recommends the Commission to use that is titled Community Access Streaming Media and reads as follows: Whereas, Austin has a strong history of supporting community access media; Whereas, Austin currently boasts several community access radio stations; Whereas, Austin is among the first cities in the nation to develop community access cable television; Whereas, Austin is now among the most wired and wireless cities in the country; Whereas, Austin has become known nationally as a center for multimedia; Whereas, Austin will continue to be an important center for the development of streaming media; Whereas, the digital divide impacts Austin residents' ability to produce and publish streaming media content; Whereas, the next logical step after community access cable television is community access streaming media. Be it hereby resolved that the Telecommunications Commission supports the concept of Community Access Streaming Media and urges the City of Austin to adopt practices that further its development (end resolution).

Deborah Hill asked that the Commission re-visit this resolution at the next meeting and maybe schedule some public hearings regarding streaming media.

This citizen's input will be part of the Council Committee for Telecommunications Infrastructure report from the Commission.

4. Approval of minutes for February 14, 2001 Regular Meeting and February 24, 2001 Special Called Meeting

Motion to approve the minutes from the February 14, 2001 Regular Meeting and the February 24, 2001 Special Called meeting was made by Commissioner McMahill;

seconded by Commissioner Curtis. Vote 6-0. (Commissioners Pool, Rajagopal and Kane were absent)

5. Director's report

The Commission discussed having an item that would allow Time Warner Roadrunner customers to voice their concerns at one of their meetings and have Time Warner Cable come to respond to their concerns.

The Commission wants to request that Time Warner give them the number of complaints and their categories that come in to their offices. This comes from the Commission's concerns regarding the Roadrunner server outage.

The Commission will look at Time Warner Cable's (TWC) franchise to see if they are required to give this information to the City.

Commission Hill stated that Roadrunner is outside of TWC's franchise and that they would need to go to Council asking for information on the Roadrunner matter.

6. Discussion and possible action on the following:

a. Appointments to the GTOPs Review/Selection Committee

Appointees to the Review/Selection Committee are: Gary Chapman, LBJ School of Public Affairs; John Michael Cortez; Chris Gamble; Chip Rosenthal, Covad Communications; Ron Thompson, ACC Director Virtual College of Texas; and Kai Wong, Motorola Senior Program Manager for Personal Communications Sector.

Rondella Pugh, Amy Mok and Deborah Hill will serve on the Committee as non-voting members.

Commissioner Curtis stated that his understanding was that the Committee as a whole would develop the criteria.

Commissioner Hill stated that the criteria would be based on the guideline principals of the grant.

Commissioner Ramsey and Rodriguez would like the Committee to have some information from the mapping project so that services are not duplicated. Commissioner Ramsey stated this we need to ask the Technology Coalition e-group for help with the mapping info.

Motion to recommend Gary Chapman, John Michael Cortez; Chris Gamble; Chip Rosenthal, Ron Thompson, and Kai Wong to serve on the 2001 GTOPs Review / Selection Committee with Commissioners Mok and Hill as non-voting members and staff non-voting member being Rondella Pugh on said Committee also confirming that Mr. Cortez has no conflict of interest with respect to there being a submission from the Hispanic Chamber of Commerce was made by Commissioner Hill; seconded by Commissioner Rodriguez. Vote 6-0. (Commissioners Pool, Rajagopal and Kane were absent)

The first meeting of the Review/Selection Committee will be April 6th at the Asian American Cultural Center from 3:00 to 5:00 p.m. This meeting will allow them time to set the criteria. The Committee will receive the applicant's names and a Conflict of Interest before the meeting.

- b. Re-visit the 1997 bond ballot language recommendation regarding a community media and technology training center

Commissioner Curtis stated that this item came from a direct request from Mayor Pro Tem Jackie Goodman. She would like some language on how to bring the Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 together into a community media center.

Commissioner Hill stated that with the recommendation that it might be helpful to hold community hearings on this issue. She stated that the next step would be to bring this before the Council Committee for Telecommunications Infrastructure.

Commissioner Curtis stated putting together this community media center was the long-term goal. So we are talking about years.

Commissioner Mok stated that the Citizen's Involvement Task Force could be revived.

7. Standing items:

- a. GTOPs update

A list of the 41 applications received was included in the packet.

- b. Downtown Commission Report (Curtis)

Commissioner Curtis reported that he shared the ATC ideas for a community media center location, especially downtown. One of the Downtown Commissioners is working on a project by herself. She is pushing towards the City Council to try to get some funds to showcase, have some retail and some entertainment in a center featuring high-tech in downtown. If she can put together funds for the center itself and Council will provide office space. It is a long-term project and it is the only response Commissioner Curtis has had so far. The Bank of America Building is going to start building a second tower and that would be a good space to use.

Commissioner Hill stated that maybe it could become a community technology networking and showcasing center.

Commissioner Curtis stated that the idea he pushed towards the Downtown Commission was the Toronto model where they have a community media center that is at street level.

- c. Commission information items

Report on Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 collaboration

Commissioner Curtis stated that he feels that the meetings have become bogged down and no meeting has been held in a while. The Ad Hoc Committee has decided to no longer meet and thought it would be better to have e-mail meetings.

AMN has been doing a good job of turning things around. The put together several remote cameras crews and covered South by Southwest very well. Their idea is that they are going to be moved over to the old airport as soon as the next 45 days.

Commissioner Ramsey stated that the Commission would make an effort to post the Commission's approved minutes on their web site.

Commissioner Curtis reported that Commission Ramsey was on Fox 7 News and Commissioner Mok was on Channel 8 News about the GTOPs and did a great job representing the Commission. And also a great story in the Austin Chronicle.

d. Council Committee for Telecommunications Infrastructure Report (Pool)

Commissioner Ramsey stated he would be giving the next report to the Committee. Some of the items to be presented at the next meeting are, consider a public hearing on streaming media options, update on GTOPs, identification of the Selection Committee, the bond election topic.

8. Future agenda items

For action – regular meeting (04/11/01)

- Follow up with citizens input on streaming media and presentation (5 minutes for each presentation)
- Community Media & Technology Center update
- Update from the GTOPs Review/Selection Committee (criteria, etc.)(under GTOPs update)
- Recommendation on community resource center abatement for Arista Records (Rodriguez/Curtis)
- Update on the use of old airport, Seaholm Power plant and Millennium Center (Director's Report in the next couple of months)

9. Adjournment

Motion to adjourn the meeting at 9:15 p.m. was made by Commissioner Mok; seconded by Commissioner Curtis. Vote 6-0. (Commissioners Pool, Rajagopal and Kane were absent)

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – APRIL 11, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commission Vice Chair Wendell Ramsey called the meeting to order at 7:40 p.m. Commissioners in attendance were Wendell Ramsey, Elango Rajagopal, Amy Mok, Matthew Curtis, Rosemary McMahon, Kevin Kane and Patrick Rodriguez. Commissioners absent were Leslie Pool and Deborah Hill. City staff in attendance was Jane Reina.

2. Adoption of agenda

Commissioner Ramsey asked that the report from the Council Committee for Telecommunications Infrastructure be given after the Directors report.

Motion to adopt the agenda after request, was made by Commissioner Mok; seconded by Commissioner McMahon. Vote 6-0. (Commissioners Pool and Hill were absent)(Commission Raj arrived late)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for March 21, 2001 Regular Meeting

Motion to approve the minutes for the March 21, 2001 Regular Meeting was made by Commissioner Mok; seconded by Commissioner Curtis. Vote 6-0. (Commissioners Pool and Hill were absent) (Commission Raj arrived late).

5. Director's report

In response to Commissioner's request the City Clerk's Office stated that Bond elections are conducted upon request from City Council.

Staff is researching the status of re-use plans for Mueller Airport and Seaholm Power Plant and on what activities are conducted at the Youth Millennium Center. Information to be provided at the next regular meeting

The report also included miscellaneous standard monthly reports.

6. Discussion and possible action on the following:

- a. Community Media & Technology Center recommendation

Commissioner Mok stated that the task force should identify each centers characteristic, what kind of services are they going to provide, how it can be funded and how it can be self-sustained.

Commission Ramsey stated that we can re-post this question toward our Technology Coalition group for their feed back.

Commission Mok stated that the charge of this task force should be to identify or clarify the issues regarding our proposal at the last bond election; try to see if a Community Media and Technology Center recommendation can be added on to the last proposal; to see if we can identify hurdles that we were not able to overcome at the last bond election; and come up with a recommendation to the Commission at the May meeting.

Commission Rodriguez stated that they need to come up with a vision as of what the center is going to do for the community.

The Task Force consists of Commissioners Curtis, Rodriguez and Kane. They will include ACAC, Austin Free-Net, DeWitty Center, KAZI Radio and KOOP Radio. They will also post it on the e-group for feed back.

Commission Rodriguez stated that the Austin Downtown Commission, Music Commission and Austin Film Commission should be included.

Commission McMahill recommended inviting some of the developers in town for feed back on locations.

- b. Discussion on community resource center for record company (Rodriguez/Curtis)

The Commissioners were not able to find out if a record company is coming to town.

7. Standing items:

- a. GTOPs update

Update from the GTOPs Review/Selection Committee (Hill/Mok)

Commissioner Mok reported:

- Chip Rosenthal set up a list serve for this process for all communications to be posted
- Number the list of applicants (1-42)
- Review the 10 applications that were below \$5,000 (there were 10 applications received with total of \$14,227 GTOPs funds requested) and determine if viable or not viable (yes or no) by next Friday, **April 13th**. Send e-mail to list serve and our office will compile results. Those that are viable will receive funding
- Determine GTOPs fund balance

- Then each member will review remaining applications and make first round rankings on matrix provided by our office. Submit completed matrix to our office by **APRIL 24** and we will average results and disseminate
- Meet on **APRIL 26 AT 6:00 PM** for a couple of hours in our conference room located at 206 E. 9th Street, Suite 13.108 (Two Commodore Plaza which is 2 blocks east of Congress on 9th, between Brazos and San Jacinto)
- Our office will notify applicants to be available on **MAY 3 OR MAY 4** for interviews
- Make final recommendations in time for the **MAY 9TH** Telecommunications Commission meeting
- Notify awardees
- City of Austin negotiate contracts with awardees

Commissions Ramsey stated that between now and the June meeting we will either have a press conference and/or our awardees at our Commission meeting.

Commissioner Rodriguez asked the awardees invite their in-kind to the press conference.

The Commission would like a tentative date for a press conference at the next meeting.

Commissioner Rodriguez asked if the Selection Committee could map out where the awards are going and then combine it to the mapping project that is underway, so that we could get an idea as to what is out there in the City as far as multimedia centers.

Commissioner Ramsey stated that he does not see a problem submitting it. Once the awardees are identified the information can be provided to our different groups that are working on the resource mapping. That item would be action between the Chair and Staff.

b. Downtown Commission Report (Curtis)

Commissioner Curtis reported that the Intel building is not on the market but they are accepting offers for purchase of the building. They will let the City know in October or November what they plan to do. The plan is to finish the project. If it does sale a Community Technology Center could be house in this building. We will keep on eye on this but it is years down the road.

Commissioner Raj asked for an update, in the future, on what Intel will be doing with their tax abatement now that they are not moving.

Commissioner McMahill asked what are we getting out of this, maybe a Community Media Center?

Commissioner Curtis will email his connections with the Downtown Commission and hopefully get an answer.

c. Commission information items

Report on Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 collaboration

AMN is still looking to move to the old airport but nothing is finalized. The collaboration group has not met since the last Commission meeting.

Commissioner Rodriguez asked if Channel 6 could display the Commissions web address on the screen during the airing of the meeting. Staff will ask Channel 6 and report back at the next meeting.

d. Council Committee for Telecommunications Infrastructure Report

Commissioner Ramsey reported to the Committee that the Commission had been approached with the question of the future usage of streaming media and the Committee stated that provided by citizen's input; the Committee is interested in the Commissions follow through on this topic.

Regarding the access center and other spaces for the Community Media & Technology Center recommendation item. Commissioner Ramsey reported that last month we reviewed the 1998 Bond Election recommendation which was regarding a pooling of resources dealing with specifics about what it could take to enhance community technology centers like the DeWitty Center and ACAC. Also dealing with under utilization of other City facilities. One of the key questions presented to the Committee was if there was a need for a public hearing to help get a sense of the citizens interests in technology centers. Commissioner Ramsey stated that the Committee stated that holding public hearing in order to better identify a central theme and course of action are the ways that the Commission brings value.

On the Roadrunner outage issue the legal staff indicated that they have made a request for feedback from Time Warner (TWC) and are waiting for TWC's position but that they are welcome to respond to sit with the Commission at any point.

Commissioner Ramsey reported to the Committee that we had 41 GTOPs applications and the Committee was encouraged.

8. Future agenda items

For action – regular meeting (05/9/01)

Update from Community Media Technology Center Task Force

Estimated date for GTOPs awardees press conference

GTOPs update to recognize awardees

9. Adjournment

Motion to adjourn the meeting at 8:42 p.m. was made by Commissioner Mok; seconded by Commissioner McMahon. Vote 7-0. (Commissioners Pool and Hill were absent).

AUSTIN TELECOMMUNICATIONS COMMISSION
SPECIAL CALLED MEETING – MAY 18, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commission Chair Leslie Pool called the meeting to order at 11:45 a.m.
Commissioners in attendance were Leslie Pool, Wendell Ramsey, Deborah Hill, Patrick Rodriguez and Matthew Curtis.
Commissioners absent were Amy Mok, Elango Rajagopal, Rosemary McMahonill and Kevin Kane.
City staff in attendance were Rondella Pugh, Jane Reina, Sheena Colbath and Lon Berquist.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Ramsey; seconded by Commissioner Curtis. Vote 5-0. (Commissioners absent were Amy Mok, Elango Rajagopal, Rosemary McMahonill and Kevin Kane)

3. Citizen communications (3 minutes to speak)

Boyd Vance stated that he felt that all the applicants should have had the opportunity to make a presentation of their projects/applications.

4. Discussion and possible action on the following:

Approve recommendations on Grant for Technology Opportunities Program (GTOPs)

Recommendations given to the Commission by the GTOPs Selection Committee is as follows:

May 16, 2001

Dear Commissioners:

The GTOPs Review Committee is pleased to submit its recommendations for your consideration. Our final report on the GTOPs' proposals is attached.

The range and quality of proposals received was impressive. We are fortunate to live in a city with so many caring and creative organizations working to harness new technologies for community improvement. The Committee would like to thank:

- the Austin Telecommunications Commission for conceiving the GTOPs program and offering us the opportunity to participate;
- the Austin City Council for supporting this exciting program; and
- the City of Austin's Telecommunication and Regulatory Affairs' staff for their assistance and coordination efforts, with particular recognition of Rondella Pugh, Jane Reina, and Sheena Colbath.

We hope the benefits of this project justify continued support for the GTOPs initiative in future years.

Respectfully,

Gary Chapman
John-Michael Cortez
Chris Gamble
Chip Rosenthal
Ron Thomson
Kai Wong

GTOPs Review Committee Final Recommendation
May 16, 2001

The GTOPs (Grant for Technology Opportunities) Review Committee examined a total of 41 proposals. Ten were for projects in the *small grant* category (below \$5000). The remaining proposals were requests between \$5000 and \$20,000. The review committee tried to determine an allocation of \$100,000 that would best achieve the goals of the GTOPs program.

Our summary recommendation is as follows:

- Any Baby Can Child and Family Resource Center – funding of the *Tech Tots Early Childhood Initiative* (\$11,160).
- Austin Eastside Story Foundation – funding to hire a lead instructor for the *Digital Workforce Academy* (\$10,000).
- The Austin Project – funding to support the *Intergenerational Film Project* (\$8,300).
- Casa Marianella – funding for Internet connectivity and training (\$2,240).
- Girl Scouts, Lone Star Council – funding for the conversion of a bus to a mobile computer laboratory (\$14,000).
- Girlstart – funding to implement the *Girlstart Technology Program* at three schools (\$15,000).
- Hispanic-Connect – funding to implement the *Cyber-Community Collaboration Program* (\$20,000) and funding for a trial of the *Cyber-Café Collaboration Project* (\$2,000).
- Sweet Home Missionary Baptist Church – funding to hire a computer lab administrator (\$9,000).
- TexasNewMedia.org – funding to support the *Community Portal* project (\$8,300).

Committee Recommendations

Any Baby Can Child and Family Resource Center

Tech Tots Early Childhood Initiative

The *Tech Tots* program provides training, support, and technology resources to low-income Austin families with young children. The project enhances a child's school readiness skills through developmentally appropriate educational software, while teaching bilingual parenting skills and technology skills to families. Participating families are provided training, a volunteer computer mentor and a refurbished computer system. The family may keep the computer if it successfully completes the six-month program.

A pilot project is underway and nearing completion. Initial results are promising. Funding has been requested to initiate another session with ten participant families.

The GTOPs Committee recommends awarding full funding for the complete project as proposed, in the amount of \$11,160.

Austin Eastside Story Foundation

Digital Workforce Academy

The *Digital Workforce Academy* reduces the problem of unemployment and underemployment among the parents of families in the Austin Eastside Story program. Participants are provided training, education and job placement to become self-sufficient and maintain a healthier standard of living.

Participants first receive training to achieve employability competency and workforce learning skills. Then they receive technical training in one of three areas (database administration, networking or telecommunications) and are placed in a full-time paid internship with a local company or organization. Projections are this program will serve 200 people annually.

The GTOPs Committee recommends awarding funds to support the hiring of a lead instructor, in the amount of \$10,000.

The Austin Project

Intergenerational Film Project

The *Intergenerational Film Project* facilitates intergenerational dialogue and understanding between seniors and youth through a creative collaborative process. The project will provide technology access for seniors and training for youth. The project will produce documentary films that record an oral history of Austin and some of its older citizens.

The GTOPs Committee recommends awarding partial funding in the amount of \$8300. This award should be contingent upon obtaining commitments for complete project funding.

Casa Marianella

Increasing Working Family Representation Neighborhood Planning

The project proposal encompassed many objectives. One objective is to provide computer access and Internet training at Casa Marianella. Casa Marianella serves working-poor, Spanish-speaking families in the Austin area, including a significant immigrant and refugee community.

The GTOPs Committee recommends awarding funding to support Internet connectivity and training at the Casa Marianella facility, in the amount of \$2240. The funds should be allocated for Internet services (\$540), remodeling at CASA (\$700), and half funding for a project coordinator (\$1000). This award should be contingent upon CASA obtaining the computer equipment necessary to complete this project.

Girl Scouts - Lone Star Council

The Edge Express - A Mobile Tech Lab Clubhouse

The Edge Express is an exciting, innovative solution to the problem of technology access. If you can't get the students and parents to computer labs, then bring the lab to them. This project will convert a bus into a mobile computer lab and add wireless Internet connectivity.

Activities will be arranged in six-week sessions. Each session will serve ten schools and five housing project communities. 150 children and 60 adults will participate in each session. 1680 people will participate total in 2001.

The GTOPs Committee recommends awarding funding to support the conversion of the bus to a mobile lab, in the amount of \$14,000.

Girlstart

Girlstart Technology Program for Girls

Girlstart is dedicated to empowering girls in math, science and technology. The Girlstart program builds girls' confidence through challenging, fun activities and female role model. Activities range from field trips to "Take a Girl to College Day."

This project will support programs for one school year at three locations: Fulmore Middle School, Mendez Middle School, and Andrews Elementary School. As many as 50 students will be served at each location.

The GTOPs Committee recommends awarding full funding for the complete project as proposed, in the amount of \$15,000.

Hispanic-Connect

Cyber-Community Collaboration Program

Cyber-Cafe Collaboration Projects

The *Cyber-Community Collaboration Program* encompasses several initiatives to provide improved Internet access and training, particularly for Austin's Hispanic and Latino communities. The Cyber-Surfer Internet Club has served over 100 students at Martin Jr. High School and has been expanded to include Zavala Elementary. Hispanic-Connect is working with six city-designated neighborhood planning teams (East Cesar Chavez, Holly, Central East Austin, Montopolis, Rosewood and Govalle) to provide them Internet resources and training. Hispanic-Connect also will develop a technical and support infrastructure for the deployment of cyber-cafes throughout East Austin.

The *Cyber-Cafe Collaboration Projects* are related, and incorporate the proposals from eight East Austin businesses. The cyber-cafe is a novel way to reach people who might not visit locations with existing public Internet access. A public Internet station is placed in the business, which commits space and support resources to the project. Eight small businesses each submitted a grant proposal for the installation of a cyber-cafe.

The GTOPs Committee recommends awarding funds to support the complete *Cyber-Community Collaboration Program* and a pilot of the *Cyber-Cafe Collaboration Project*, in the amount of \$22,000. The pilot should include at least three cyber-cafe sites, at locations to be determined by Hispanic-Connect and approved by city staff.

Sweet Home Missionary Baptist Church

Sweet Home Missionary Baptist Church Computer Lab

The *Sweet Home Missionary Baptist Church Computer Lab* provides computer access and training to the public, primarily from the Clarksville neighborhood. The lab currently serves approximately 60 people per week.

Community members also are taught to rebuild and upgrade computer systems. Refurbished computers not only will be used to enhance the lab, but also will be donated to other organizations and individuals.

The GTOPs Committee recommends awarding funding to support the hiring of a part-time administrator, in the amount of \$9000.

TexasNewMedia.org

TexasNewMedia.org Community Portal

The Texas New Media web site is Austin's High School portal to high tech resources. It covers youth culture and provides access to non-profit organizations. Content is written by high school and college

students with the assistance of community professionals, and serves 50,000 students. The web site may be accessed at www.texasnewmedia.org.

This project will improve the site infrastructure and provide for editorial staff.

The GTOPs Committee recommends awarding partial funding in the amount of \$8300. This award should be contingent upon obtaining commitments for complete project funding.

Motion to accept final recommendation from the GTOPs Selection Committee was made by Commissioner Patrick Rodriguez; seconded by Commissioner Matthew Curtis. Vote 5-0. (Commissioners absent were Amy Mok, Elango Rajagopal, Rosemary McMahon and Kevin Kane)

Motion to fund the GTOPs Selection Committee's Recommendations was made by Commissioner Wendell Ramsey, seconded by Commissioner Patrick Rodriguez. Vote 5-0. (Commissioners absent were Amy Mok, Elango Rajagopal, Rosemary McMahon and Kevin Kane)

5. Adjournment

The meeting was adjourned at 12:15 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – JUNE 13, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commission Chair Leslie Pool called the meeting to order at 7:40 p.m.
Commissioners in attendance were Leslie Pool, Wendell Ramsey, Deborah Hill, Amy Mok, Kevin Kane, Rosemary McMahill, Matthew Curtis and Patrick Rodriguez.
Commissioners absent were Elango Rajagopal.
City staff in attendance was Rondella Pugh, Jane Reina and Sheena Colbath.

2. Adoption of agenda

Motion to adopt the agenda with was made by Commissioner Kane; seconded by Commissioner Curtis. Vote 5-0. (Commissioner Mok, Hill and McMahill arrived late)(Commissioner Raj absent).

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for May 9, 2001 Regular Meeting and May 18, 2001 Special Called Meeting

Motion to approve the minutes for the May 9, 2001 Regular Meeting with recommended changes to item 6.b. paragraph 2 of the May 9, 2001 minutes to reflect that Jim Ellinger was formally with Austin Music Network and ACAC and that he supports KAZI, and approval of the May 18, 2001 Special Called meeting minutes was made by Commissioner Ramsey; seconded by Commissioner Hill. Vote 7-0. (Commissioner Mok arrived late)(Commissioners Raj absent).

5. Officer's report

Rondella Pugh, Telecommunication & Regulatory Affairs Officer reported that the U.S. Department of Education has announced a new Community Technology Centers grant round, published today in the Federal Register. Proposals are due July 16, 2001. The grants will be for one year. Cost sharing of 30 percent is required. Eligible applicants include state and local educational agencies, tribal governments, colleges, libraries, and other public and private nonprofit or for-profit agencies.

It was also announced that Lon Berquist with the TARA Office is coordinating a Council recognition for the Grant for Technology Opportunities (GTOPs) Selection Committee.

Ms. Pugh also reported that the Austin Community Access Center (ACAC) celebrated their 28th anniversary birthday party and the Austin Music Awards, Saturday, June 9, 2001.

It was announced that the TARA Office would no longer include the monthly reports from our cable providers due to confidential information being included in their reports. This report was previously provided to the Commission as an FYI.

6. Discussion and possible action on the following:

- a. Presentation on Community Access to Streaming Media (ACAC, ACC, Radio 1 and Stefan Wray (3-5 minutes per presentation)

Stephan Wray, with Iconmedia, representing Community Interest and Frieda Gress, with the Community Technology and Training Center made a presentation to the Commission. They spoke on Community Servers/Network: The National Picture; Community/Public Access to Streaming Media/Broadband Technologies; Local Models/Efforts; and City of Austin Policy on Broadband Regulation for Public Access.

Mr. Wray stated that the point is that a lot of these tools are in place but the missing elements are bandwidth. It is an open question at this point as to what the City of Austin's policy is toward any kind of regulation of broadband technologies to insure that there is community access and public access to broadband the same way there is to cable. Mr. Wray asked the Commission to take some leadership and move in the direction of looking into the whole concept of community access/public access to broadband and maybe investigate what some other cities have done.

Ms. Gress stated that they were trying to get a sense of how many people think that it is worth having more conversations about this and doing more research.

Commissioner McMahill stated that at the Federal and State level is where the pipes are regulated, weather or not they are provided by a cable company or a telecommunications carrier. She stated that there is a lot of corporate goodwill in Austin and suggested that they capitalize on that to create a place that is piped correctly for people to go and do what they want to do.

Commissioner Hill stated that they would consider this project when looking at the use of the remaining access channels.

Commissioner McMahill stated that the broadband wireless video companies are actually required to do a set aside for a certain amount of spectrum and they don't use it.

Commissioner Rodriguez stated they might consider this project as part of their Community Media Technology Center. He asked that Ms. Gress and Mr. Wray come back to the Commission at a later date with an update.

Commissioner Pool suggested they make their presentation to a broader array of the Boards and Commissions with in the City of Austin. Commissioner Hill suggested the Parks Board and Commissioner Rodriguez recommended the Library Commission.

- b. American Youth Works presentation on Telecommunications Technology (10 minute presentation) (Richard Halpin)

This presentation was not made.

- c. Progress Report from Capital Area Training Foundation (CATF)

John Fitzpatrick, Executive Director of CATF, L.J. Smith, Program Coordinator at the Reagan High School site and Frieda Gress, Program Coordinator at the Travis High School site gave a progress report to the Commission outlining their efforts. They asked the Commission for their support for funding for their 4th year of the Community Technology and Training Center (CTTC) and also to help them develop a long-term business plan.

The Commission has asked CATF to make a presentation to the Council Committee for Telecommunications Infrastructure asking for their funding support and guidance.

- d. Update from Community Media Technology Center Task Force (Curtis, Kane, Rodriguez)

Commissioner Curtis distributed the Task Force's proposed plan that defines the goals and agenda that was put together by Commissioner Kane. He stated that their first step would be building a list of local groups that would be interested in a Community Technology Center. The next step is to meet with the groups and get their input.

Commissioner Pool asked if this project is tracking with an initiative that is underway with the City itself formally, so that we are expanding on something and not being redundant. If this does relate to something that's happening with staff, that we can augment the work that they are doing so that it can go forward more quickly and more broadly.

Rondella Pugh stated that staff is not working on a specific community technology center project at this time. We are working with the grant collaboration as far as the resource-mapping project. These projects could be linked further in the longer term.

Commissioner Ramsey stated that he thinks the closest connection would be with the Technology Coalition activities as for as all the discussion that have been going on with Community Technology Centers.

Commission Pool asked how does the Community Technology Center related to the CTTC.

Commission Curtis stated that the Task Force is looking at something that would bring together community media which would fall under the Community Access to Streaming Media. We wanted to incorporate training as well, so it could be possible to incorporate both.

Commissioner Kane stated that one of the ideas is providing facilities and not necessarily actively managing the content or the use of the facilities, so that groups who's primary mission is to provide training but need facilities could come in and either have a dedicated facility or do timesharing with other groups.

What Commissioner Rodriguez sees the Community Technology Training Center doing is like branches of this center. This would be almost like a flagship center.

Commissioner Ramsey asked the Task Force if they had an idea right now of what, if any, funding would be required or requested over the next 6 months or year timeframe.

Commissioner Curtis responded that they do have the January timeframe of getting this completed for review for a bond proposal.

Commissioner Kane stated that the only possible funding requirement that we thought of is where we would be preparing our cost estimates under CTC if we had to construct a new space or do renovations of an existing facility. We don't know if we would have to contract professionally with someone.

e. FY 2001-2002 Budget Recommendations

Motion for a resolution recommending that the City Council continue the funding of GTOPs and to increase the funding was made by Commissioner Mok; seconded by Commissioner McMahill. Vote 8-0 (Commissioner Raj absent)

Motion for a resolution to Council requesting \$200,000.00 for the second year funding for Grant for Technology Opportunities Program (GTOPs) was made by Commissioner Mok; seconded by Commissioner Ramsey; Vote 8-0. (Commissioner Raj absent)

Rondella Pugh stated that she has asked Jim Butler with the TARA office to go out and attempt to seek some matching fund from the private sector with the condition that this money is actually allocated by City Council this fiscal year.

Motion to pass a resolution stating that the Commission, while we support a business plan development with a long range vision and showing concrete support for that, would like to recommend one additional year of funding for the Community Technology Training Center (CTTC) sites being Travis High School site and the Reagan High School site was made by Commissioner Mok; seconded by Commissioner Ramsey. Vote 8-0. (Commissioner Raj absent)

Commissioner Pool asked CATF how different is the bridging funding from the continuation funding. She has asked CATF to come forward with some budgeted figures before the Commission makes a funding recommendation to Council.

Commissioner Ramsey stated that the Commission could have an additional resolution to specify and clarify their interest and support for the Community Access to Streaming Media.

- f. Discuss recommendation to Council on the allocation of remaining access channels (Hill)

This item was tabled till the next regular meeting.

- g. Legislative update

Rondella Pugh, TARA Officer stated that the only bill relevant to telecomm providers is SB1185 that deals with impervious cover exemptions for telecommunications facilities, which is effective September 1, 2001.

Commissioner McMahill stated that there are a lot of central offices in urban areas that are in green belts. Because of the green space or environmental regulations that are instituted, it makes it difficult to add on to their facilities.

- h. Community Technology Day (Hill)

Commissioner Hill proposed that the Commission suggest to Council having a Community Technology Day. A day to focus on what the Commission is doing and perhaps have a summit at that time to talk about where we are going. She suggested having a task force that would work with City staff on this project.

The Commission was in favor of Commissioner Hill's proposal. Commissioner Pool asked Commissioner Hill to coordinate with City staff to lay the groundwork. She asked that there be an update at the next meeting.

7. Standing items:

a. Grant for Technology Opportunities Program (GTOPs) update

Sheena Colbath, Research Specialist with TARA reported that this was an exciting week for the Grant for Technology Opportunities. A press conference was held on Tuesday, June 5, 1 p.m. at the Lorraine "Grandma" Camacho Activity Center. There was quite an impressive turnout including several news crews. Commissioner Leslie Pool and Mayor Pro Tem Jackie Goodman spoke about the GTOPs program and officially announced the winners of this year's grant. Thank you to Commissioner Matt Curtis for putting together the press conference!

The contracts have been emailed to each of the grant recipients along with a required tax identification form and a checklist for documentation, which they need to provide the city. The contracts for Austin Eastside Story Foundation and Girlstart are in the process of execution. Meetings are scheduled for Hispanic Connect and Casa Marianella next week to begin the process and more are expected to start shortly.

Sheena also stated that she is working on a 2001 GTOPs scrapbook for the CTI web site that will include pictures from the press release, press conference, and difference sites as we progress.

Commission Pool suggested a social gathering with the Selection Committee, Commission, Staff and the awardees.

Commission Hill suggested having the gathering at the time the Selection Committee is recognized by Council.

Commissioner Pool stated that the Commission would look for a date in the middle of July that would be related to the Community Technology Day.

b. Downtown Commission Report (Curtis)

Commissioner Curtis stated that the Downtown Commission spoke on the Seaholm District Master Plan. They are looking towards developing a vision for Seaholm.

c. Commission information items

1. Web address

The Telecommunications Commission's web site was announced and Channel 6 displayed it on the televised screen.

2. Report on Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 collaboration

Commission Curtis stated that this has now been folded into the Community Media Technology Center project.

- d. Council Committee for Telecommunications Infrastructure Report (Curtis)

Commissioner Curtis reported to the Council Committee that the Commission created a task force, made up of Telecommunications Commissioners, to look into what it would take to have a Community Media Access Center. The Task Force is looking at models from cities that have been successful with this kind of center.

Commissioner Curtis also reported that on May 18th the Commission held a special called meeting to make the awards of the Grant for Technology Opportunities Grant Program (GTOPs) and reported who the awardees were and how much they received. Commissioner Curtis thanked the Council Committee and City Council for allocating this funding and that the Commission is planning to hold a press conference to promote the grant.

The Committee thanked the Commission for all their hard work especially on the GTOPs.

8. Future agenda items

Commissioner Pool asked the Commission to consider not having a meeting in August.

For action – regular meeting (07/11/01)

- Discuss recommendation to Council on the allocation of remaining access channels (Hill)
- Update on Community Technology Day including Media scrap book for GTOPs
- FY 2001 – 2002 Budge Recommendations

9. Adjournment

Motion to adjourn the meeting at 10:15 p.m. was made by Commissioner Mok; seconded by Commissioner Curtis. Vote 8-0. (Commissioner Raj absent)

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – JULY 11, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commission Chair Leslie Pool called the meeting to order at 7:45 p.m.
Commissioners in attendance were Leslie Pool, Amy Mok, Deborah Hill, Matthew Curtis, Rosemary McMahon, and Patrick Rodriguez
Commissioners absent were Elango Rajagopal, Wendell Ramsey, and Kevin Kane
City staff in attendance was Rondella Pugh, and Jane Reina

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Mok; seconded by Commissioner Curtis. Vote 5-0. (Commissioner Hill arrived late)(Commissioners Raj, Ramsey and Kane absent).

3. Citizen communications (3 minutes to speak)

Ms. H.J. Hewitt spoke regarding Time Warner Cable's new channel lineup and how C-Span 2 will now be on the digital line up. She asked for the support of the Commission to help place C-Span 2 back on the standard lineup.

Commissioner Rodriguez recommended Ms. Hewitt contact Senator Kay Bailey Hutchinson or Phil Graham asking for their support to have this changed.

4. Approval of minutes for June 13, 2001 Regular Meeting

Motion to approve the minutes for the June 13, 2001 Regular Meeting was made by Commissioner Mok; seconded by Commissioner McMahon. Vote 5-0. (Commissioner Hill arrived late)(Commissioners Raj, Ramsey and Kane absent).

5. Officer's report

In the Officer's report Jim Butler reported: The CTCNET 10th Annual conference was held June 15th-17th in San Diego. The purpose of the conference is to bring together folks from around the country that are leaders in efforts to create equitable participation in information technology. The conference works to expand and further community technology by promoting the development and increasing the knowledge of the participants about community technology.

Some of the conference's primary goals are:

To offer a range of content that is relevant and useful to CTC practitioners with all levels of expertise;

To facilitate networking and community building among a wide variety of CTC practitioners and others interested in community technology; and

To highlight and bring visibility to community technology efforts.

There were several content tracks, including those related to how to successfully start and sustain community technology centers, what kinds of programs are working at community technology centers, and special in-depth topics such as special issues for youth development and issues related to women and technology.

Austin will be the host of the next annual CTCNET Conference.

More specific information about the conference and CTCNET can be found at:

<http://www.ctcnet.org>

It was also reported that the City Council recognition of the GTOPs Selection Committee is scheduled for August 9, 2001 at 5:30 p.m.

6. Discussion and possible action on the following:

- a. American Youth Works presentation on Telecommunications Technology (10 minute presentation) (Richard Halpin)

Presentation was made by Patsy Harris-Teal, Manager of Technology Programs with American YouthWorks (AYW). She stated that AYW's Community Technology Centers Program is funded by the US Department of Education over a three-year period. This program is to increase access to technology with our community all over the Austin and the surrounding areas. They also promote the use of technology and education and the job market. They have been offering training for approximately one year and were able to serve approximately 1,100 community participants with 8 centers in combination with the Austin Area Urban League. Quarterly they conducted a survey to determine whether or not the community participants were getting what they expect to receive with the training.

- b. FY 2001-2002 Budget Recommendations

The Commission had voted at the last meeting for the GTOPs resolution to reflect 200,000.

Motion to accept the budget resolution for the Grant for Technology Opportunities with the replacement of the phrase "information technology" with "technology" recommended by Commissioner Hill was made by Commissioner Mok; seconded by Commissioner McMahill. (Commissioners Raj, Ramsey and Kane absent).

Motion to accept the budget resolution recommending \$200,000 for one year for the Travis High School site of the Community Technology and Training Center Initiative (CTTC) site was made by Commissioner Mok; seconded by Commission

Rodriguez. Vote 5-0. (Commissioner Hill abstained) (Commissioners Raj, Ramsey and Kane absent).

For the future Commission Pool would like for one of the Telecommunications Commissioner to be included on CATF's business plan committee .

Commission Pool will work with staff to change the wording of the resolution to reflect the bridging support language.

- c. Resolution showing interest and support for the Community Access to Streaming Media (Ramsey)

This item was tabled till the next meeting.

- d. Community Technology Day update (Butler)

Mr. Jim Butler, Manager of Interactive Industries Development with the City's Telecommunications & Regulatory Affairs Office, presented a memo to the Commission that stated that he is scheduled to meet on Thursday, July 12th with Deborah Hill, Matt Curtis and Gene Crick to continue planning the Community and Technology Day activities.

This scheduled meeting is a result of another meeting that took place with Deborah, Matt and Mr. Butler. That meeting was the initial planning discussion about Community and Technology Day. At that meeting we discussed the possibility of working with Gene Crick to accomplish the goals of the Community and Technology Day by working in conjunction with his already planned CTCNet December 2nd through 4th event in Austin. Gene is supportive of this idea.

At this time, we are thinking that Gene's Cybercity Social, which is looking likely for the evening of Sunday, December 2nd could be a good location and time to publicize all of the great Community and Technology projects that are going on in Austin. Another idea that came up from the first meeting is to look at other ways to publicize these projects. That could include press conferences as well as having folks from Channel 8 to do interviews of GTOPs and other good Community and Technology projects that could be shown during the days of December 2nd through 4th.

Mr. Butler's memo went on to state that we will be discussing these ideas further during our meeting on July 12th.

Commissioner Curtis stated that he spoke with the Downtown Commission about the idea and they had a nice response to it. They want to be kept informed of the progress. Commissioner Curtis and Jim Butler will also be meeting with the Music Commission and the Electric Utility Commission to include them and maybe get more ideas.

- e. Discuss recommendation to Council on the allocation of remaining access channels (Hill)

This item was tabled and Commissioner Hill requested this be made a standing item.

f. Residential info technology survey (McMahill)

Commissioner McMahon presented to the Commission a copy of the Residential Technology Survey that was performed by the City of Seattle's Department of Information Technology. The author of the survey contacted Professor Joe Straubhaur at the University of Texas at Austin's Telecommunications Information Policy Institute (TIPI) and Sharon Strover and they posted it on the Austin Technology Coalition e-group. Rosemary and Rondella Pugh, Officer of the City of Austin's Telecommunications & Regulatory Affairs (TARA) Office thought that it would be a good idea to do something like this in Austin.

Ms. Pugh stated that prior to 1996 TARA did an ascertainment needs study on the cable TV franchise renewal process and we had a written survey that asked some similar questions as to what is in this survey. We then followed up with a written survey done in 1998. We need to update this survey and add additional questions and expand the scope and really get a pulse on what we have here in Austin. Rondella spoke with Lon Berquist and Terry Dyke in the TARA office, who were involved in the original survey that TARA did. Ms. Pugh stated that a lot of people in Austin would benefit from this survey. Seattle has offered us freely the use of their survey and we would like to shoot for the first of November.

Commission Pool stated that the Commission would leave this with staff and would like updates.

Ms. Pugh stated that the Commission could give guidance as far as questions and maybe helping find other sponsors or partners whom want to help fund the survey.

7. Standing items:

a. Grant for Technology Opportunities Program (GTOPs) update

GTOPs scrapbook (Sheena Colbath)

Sheena Colbath, Research Analyst with the City's Telecommunications & Regulatory Affairs office presented a memo to the Commission that stated: The GTOPs program is underway! Any Baby Can, Austin Eastside Story, Casa Marianella, Girlstart and Hispanic-Connect have signed their contracts and TARA has just received our first invoice of the program from Austin Eastside Story. The Austin Project, Texas New Media and Sweethome Missionary Baptist Church are working on fulfilling their insurance requirements. The Lonestar Girlscouts' project, The Edge is undergoing a slight reorganization and will be back on track soon.

The 2001 GTOPs scrapbook is now up on the Community Technology Initiative website at <http://www.ctiaustin.org/scrap1.html>. We look forward to seeing it grow as the program develops over the next year!

b. Community Media Technology Center Task Force update (Kane, Rodriguez, Curtis)

Commissioner Curtis stated that they would now be known as the CTC Task Force. They are compiling their list to have their first meeting with the community members and media and other commissions. This meeting will be to get ideas for the needs and desires for a community technology center. The Task Force will be getting a draft list to the Telecommunications Commission for their ideas as to who else to invite to the CTC Task Force tentatively scheduled community meeting of Aug 8th.

Commissioner Curtis mentioned the CTC Task Force to the Downtown Commission and they were very excited. One of the things brought up by some of the Downtown Commissioners at this meeting was Seaholm. Ideas was that we would have an Austin Technology Museum and the Community Media Technology Center would be part of that Museum. Commissioner Curtis stated he would be meeting with the Electric Utility Commission regarding the Holly Street location and will also meet with the Music Commission. He has met with the Texas Infrastructure Fund Board and there are some grants that are possible for a project like this.

Commissioner Pool encouraged people interested in the re-use of the Seaholm Plant to go to the public hearings on the Seaholm District Master Plan.

c. Downtown Commission Report (Curtis)

Commissioner Curtis spoke with them about Technology Day and the CTC Task Force. (See information provided in item above)

d. Commission information items

1. Web address

The web address was stated by Commissioner McMahill and displayed on the televised screen.

2. Report on Austin Music Network (AMN), Austin Community Access Center (ACAC) and Channel 6 collaboration

Commissioner Curtis stated that this has become part of the CTC Task Force item. Remove from standing items.

e. Council Committee for Telecommunications Infrastructure Report (Pool)

There was no Council Committee for Telecommunications Infrastructure meeting in the month of June therefore no report was given by Commissioner Pool.

8. Future agenda items

The Commission decided not to have a regular meeting for the month of August 2001. The next meeting will be September 12, 2001.

For action – regular meeting (9/12/01)

- Resolution showing interest and support for the Community Access to Streaming Media (Ramsey)
- Community Technology Day update (Butler)
- Update on residential info technology survey and resource mapping
- Results of action on Commission budget recommendations

The Commission will have a social to recognize Rondella Pugh's new appointment to Officer of TARA, the GTOPs Selection Committee and GTOPs awardees after the August 9th City Council recognition of the GTOPs Selection Committee. Commissioner Curtis will coordinate the location of this event and get back to everyone with details.

Commissioner Pool will be attending the presentation of the draft budget policy, which is Monday, July 16th at noon.

9. Adjournment

The Commission regular meeting was adjourned at 9:40 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – SEPTEMBER 12, 2001
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:38 p.m.
Commissioners in attendance were Leslie Pool, Deborah Hill, Wendell Ramsey, Elango Rajagopal, Matthew Cutis, Rosemary McMahill, Patrick Rodriguez and Kevin Kane.
Staff in attendance was Jane Reina.

2. Adoption of agenda

Motion to adopt agenda was made by Commissioner Kane; seconded by Commissioner Rodriguez. Vote 5-0. (Commissioners Hill and McMahill arrived late to the meeting) (Commissioner Rajagopal has not been sworn in from his re-appointment)

3. Election of officers

This item was postponed till the October 10, 2001 regular meeting.

- a. Chair
- b. Vice Chair
- c. Parliamentarian

4. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

5. Approval of minutes for July 11, 2001 regular meeting

Motion to approve the minutes from the July 11, 2001 regular meeting with a change to item 7.a. to read ctiaustin.org as the web site for GTOPs information was made Commissioner Kane; seconded by Commissioner Curtis. Vote 5-0. (Commissioners Hill and McMahill arrived late to the meeting) (Commissioner Rajagopal has not been sworn in from his re-appointment)

6. Officer's report

Jane Reina, Telecommunications Commission Boards and Commission Liaison, stated that Jim Butler, Interactive Industries Development Manager for the City of Austin, provided an information packet regarding the 4th Annual Telecommunity Bandwidth Conference held last month on the University of Texas Campus. Also provided for the Commission was the

attendance report of the Telecommunications Commission, TARA's complaint summaries for Time Warner Cable and Grande Communications and Austin Community Access Center's (ACAC) monthly reports for July and August 2001.

Commissioner Rodriguez requested staff to look into registering the Commission to attend the Fourth National Community Network Conference to be held at the Hilton Airport Hotel in Austin, Texas on December 2-4, 2001.

Jane Reina stated that she would look into this request.

Commissioner Pool requested some information from the TARA office regarding the high volume of complaints that came into the TARA office from Time Warner Cable (TWC) subscribers. She also stated that possibly the Commission could invite TWC.

7. Discussion and possible action on the following:

a. Update on FY 2001-2002 Budget Recommendations

It was reported that the continued funding for Travis High School for the Community Technology Training Center received \$270,000. It was also reported that the Grant for Technology Opportunities Program (GTOPs) was funded. TARA staff will get back to the Commission with that funding figure.

b. Resolution showing interest and support for the Community Access to Streaming Media (Ramsey)

Commissioner Ramsey asked that the resolution read as:

Whereas, the City of Austin has a strong history of supporting community access media;

Whereas, the City of Austin is host to nationally recognized community access television, cable television;

Whereas, the City of Austin is now among the most wired and wireless cities in the country;

Whereas, the City of Austin has become know nationally as a center for multimedia development;

Whereas, the City of Austin will continue to be a important center for development of streaming media;

Whereas, bridging the digital divide positively impacts Austin's residents' ability to produce and publish steaming media content;

Whereas, the next logical step after community access cable television is community access streaming media;

Therefore be it further resolved that the Austin Telecommunications Commission supports the concept of community access streaming media and urges the City of Austin to adopt practices that further its development.

This resolution will be taken up as an action item at the October 10th regular Commission meeting.

c. Community Technology Day update (Butler)

Commissioner Curtis stated that he and Commissioner Hill met with Jim Butler and Gene Crick, with MAIN.org, to talk about putting together a technology day. This would be a series of event around the National Community Network Conference on December 2nd through the 4th. On December 1st there is going to be a Cyber City Social which is has become a common part of that network conference the MAIN hosts. We want to bring together all the community groups within Austin, as well as private groups, and celebrate Austin's technology. Some of the publicity events that are planned is to rename the Congress Avenue bridge the Digital Bridge, for the day, giving a Technology Person of the Year Award and have a proclamation to designated the day as Technology Day.

d. Report from City of Austin Chamber of Commerce Digital Entertainment Committee (Hill)

Commissioner Hill stated that this is a sub-group of the Austin Chamber of Commerce and they are coming together to basically do the same type of think tank work that was done in the early stages of bringing the multimedia and technical industries to Austin. One of the things discussed by this group was the film networking events. There is a proposed meeting of film executive and theater owners to discuss the idea of bringing digital theaters to Austin and having Austin one of the first places to have one.

Commissioner McMahill stated that this conversion of the theaters to digital is very expensive and anything we could do to encourage that would be good. We are a high tech city and we have some of the best movie theaters in the United States here. The film industry wants to become more active here and in order to do that she would think they would need the most updated equipment.

Commissioner Hill stated that there might be some things that we, as a Commission, could help with to make that interface or maybe some policy that we could do to make the way clear. This Chamber group is trying to will into being a digital entertainment area here so Austin could be a digital Hollywood. Commissioner Hill stated, that if it is appropriate to take this project on then we need to research what other cities have done legally to make it easy for film / productions companies to

come in and do business and to give incentives. She stated that she was just reporting on this to see if this is something we want to place on our work plan.

Commissioner Raj stated that we need to ask the question, what are the tangible efforts that we can put on this item and whether we can get results. Obviously this is a very big plan that would require a lot of our efforts to see some level of success. If our possibility to make changes were encouraging than it would make it a lot more optimistic and worth while to put our efforts into it.

Commissioner Pool would like to have updates from this Chamber Committee.

Commissioner Hill suggested that the Commissioners talk with their Councilmember to see if this is a good direction to go in and if so then to get some guidance from Council on how they would like for the Commission to proceed.

8. Standing items:

a. Grant for Technology Opportunities Program (GTOPs) update (Sheena Colbath)

A memo was presented from Sheena Colbath that stated: Most of the GTOPs awardees are in full swing with the start of the school year. Girlscouts Techmobile is a little behind due to reorganization. They have submitted a W9 and we expect their contract and insurance certificate to arrive any day. Sweet Home Missionary Baptist Church is critically understaffed and has been slow to complete paperwork. Their contract has been signed and only the insurance requirements are outstanding. Invoices are coming in and progress reports are positive.

Commissioner Pool stated that Jim Butler at the request of the Commission is helping to identify potential sources of private sector and non-profit funding and has been showing some success. She requested Jim to provide the Commission with an update on these efforts.

b. Community Technology Center (CTC) Task Force update (Kane, Rodriguez, Curtis)

Commissioner Kane stated that they held a CTC Task Force meeting last month that was well attended and was considered to be a success by all involved. We decided to break down the interested parties into four different groups, City, media, community and corporate sponsors. We will meet in break out sessions so that its more focused and to get a better look at there needs for are now and in the future and than plan to follow up with a full meeting. The full meeting is planned for the ACES Building at UT with a videoconference with other cities that already have a community technology center.

Commissioner Curtis stated that they will be sending out letters asking people to describe their current resources, their need for a community technology center, what they would want, and what they could bring to the table.

c. Downtown Commission Report (Curtis)

Commissioner Curtis had no report due to this commission's meeting being canceled.

d. Discuss recommendation to Council on the allocation of remaining access channels (Hill)

Commissioner Hill requested this item to be postponed.

e. Commission information items

Web address

Commissioner Ramsey stated that the Commission needs to work with City staff to update some of the information on the Austin Telecommunications Commission's web site. He then repeated the web address for channels 6 to post on the televised screen.

f. Council Committee for Telecommunications Infrastructure Report (Pool)

Commissioner Pool stated that she brought 3 items to the committee; the status of GTOPs, CTC Task Force report, and reviewed the complaints against Time Warner Cable that the Commission had received.

9. Future agenda items

For action – regular meeting (10/10/01)

- Election of Officers
- Resolution showing interests and support for the Community Access to Streaming Media
- TARA report on high volume of Time Warner Complaints
- Report from Jim Butler on private sector and non-profit funding for GTOPs
- Report from Jim Butler on the Austin Chamber of Commerce Digital Entertainment Committee activities.

10. Adjournment

Motion to adjourn the meeting at 9:00 p.m. was made by Commissioner Ramsey; seconded by Commissioner Curtis. Vote 7-0. (Commissioner Rajagopal has not been sworn in from his re-appointment)

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – OCTOBER 10, 2001
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:40 p.m.
Commissioners in attendance were Leslie Pool, Deborah Hill, Wendell Ramsey, Matthew Curtis, Rosemary McMahonill, Patrick Rodriguez and Kevin Kane.
Staff in attendance was Rondella Pugh, Sheena Colbath and Jane Reina.
Commissioner Elango Rajagopal was absent, but has not been sworn in.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Hill; seconded by Commissioner McMahonill. Vote 7-0.

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Election of officers

a. Chair

Motion to nominated Commissioner Leslie Pool as Chair of the Austin Telecommunications Commission was made by Commissioner McMahonill; seconded by Commissioner Curtis. Vote 6-0.

b. Vice Chair

Motion to nominated Commissioner Wendell Ramsey as Vice Chair of the Austin Telecommunications Commission was made by Commissioner Kane; seconded by Commissioner McMahonill. Vote 6-0.

c. Parliamentarian

Motion to nominated Commissioner Matthew Curtis as Parliamentarian of the Austin Telecommunications Commission was made by Commissioner Rodriguez; seconded by Commissioner Hill. Vote 6-0.

5. Approval of minutes for September 12, 2001 Regular Meeting

Motion to approve the minutes from the September 12, 2001 regular meeting was made by Commissioner Rodriguez; seconded by Commissioner Kane. Vote 7-0.

6. Officer's report

Rondella Pugh, Telecommunications & Regulatory Affairs, (TARA) Officer, reported that the proposed Residential Info Technology Survey is progressing slowly due to getting funding partners. We estimate needing \$30,000 to contract the University of Texas to conduct the survey. February 1st is the goal date to have the survey out.

Ms. Pugh also reported that in August the TARA office experienced a large number of cable complaint from Time Warner Cable (TWC) subscribers and that was primarily due to the realignment of channels. In response to this the TARA office sent TWC a letter primarily to put them on notice that we are concerned. Some of the subscribers felt they were being forced to take digital and pay higher rates. Programming issues and rates are out of our preview so now we provide the subscribers with a form letter that they can send to their Federal Representatives asking them to protect the interests of the cable consumers.

Commissioner Rodriguez stated that Time Warner Cable has stated that they are implementing a subscriber complaint web site.

7. Discussion and possible action on the following:

- a. Resolution showing interest and support for the Community Access to Streaming Media (Ramsey)

Motion to approve resolution showing interest and support for the Community Access to Streaming Media to read as:

Whereas, the City of Austin has a strong history of supporting community access media; and

Whereas, the City of Austin is host to nationally recognized community access television, cable television; and

Whereas, the City of Austin is now among the most wired and wireless cities in the country; and

Whereas, the City of Austin has become known nationally as a center for multimedia development; and

Whereas, the City of Austin will continue to be an important center for development of streaming media; and

Whereas, bridging the digital divide positively impacts Austin's residents' ability to produce and publish steaming media content; and

Whereas, the next logical step after community access cable television is community access streaming media; NOW

THEREFORE, BE IT FURTHER RESOLVED BY THAT THE AUSTIN TELECOMMUNICATIONS COMMISSION:

Supports the concept of Community Access Streaming Media and urges the City of Austin to adopt practices that further its development.

was made by Commissioner Ramsey seconded by Commissioner Kane. Vote 7-0.

- b. Resolution requesting Time Warner to move C-Span2 back to the standard tier of service

Motion to approve resolution requesting Time Warner to move C-Span2 back to the standard tier of service to read as:

Whereas, Time Warner Cable (TWC) provides cable service to residents of the City of Austin under franchise agreement with the City; and

Whereas, TWC changed its programming line up as of August 2, 2001 including the removal of C-SPAN2 from its shared channel with Bravo (previously channel 52) on the standard tier and placement as a full time channel in the digital programming package (on channel 381); and

Whereas, the City of Austin is committed to using technology to make government information more accessible to its citizens and businesses and desires to safeguard the availability of and access to diverse programming for its citizens with special needs; and

Whereas, C-SPAN2 provides access to telecast Senate debates, long-form coverage of news, Book TV and other programming which is of value to Austin's visually impaired and to the community at large; and

Whereas, numerous citizens who subscribe to TWC have voiced their concerns repeatedly that C-SPAN2 has been eliminated from the Standard Service Tier, effectively removing the ability of these citizens who may not be able to afford the higher cost of service to view this public access channel; and

Whereas, TWC's franchise Ordinance No. 960613-A states in section 6.1 in part that, "In addition to the service requirements in this Franchise, Grantee agrees to provide programming responsive to the Austin community's needs..."; and

Whereas, the Telecommunications Commission recommends that TWC reconsider its removal of

C-SPAN2 from the Standard Service Tier; **NOW**

THEREFORE, BE IT FURTHER RESOLVED BY THE AUSTIN TELECOMMUNICATIONS COMMISSION:

To recommend that TWC reinstate C-SPAN2 to the non-digital, "New Standard" programming tier in order to meet the needs of the Austin community and in special consideration of the visually impaired.

was made by Commissioner McMahill; seconded by Commissioner Hill. Vote 7-0.

c. Community Technology Day update (Jim Butler)

Commissioner Hill reported that we are collecting the names and address of any organizations that would be useful to be involved in this event on December 1st. This event will take place at the Cyber City Social at Club DeVille.

Commissioner Curtis stated that we are proposing a technology or community person of the year award and having open houses all day of all the community technology centers in the city.

Commissioner Hill stated that if anyone wants to be involved in this event they can refer to the Commission's web sit at <http://www.ci.austin.tx.us/telcommission/>

d. Report on Chamber of Commerce initiatives on Digital Entertainment (Jim Butler)

Staff presented a memo from Jim Butler, Interactive Industries Development Manager for the City of Austin that stated:

The Digital Entertainment Committee of the Greater Austin Chamber of Commerce is charged with finding ways to create new jobs for Austin in the industry area of digital entertainment. This effort is predicated on the assumption that Austin is well-positioned globally to develop as a hub for the industry sectors that make up digital entertainment. Those industry sectors include, for example, traditional entertainment areas of music and film as

well as multimedia, new media, and other interactive industries subsets such as interactive software, web design, broadband telecommunications infrastructure, broadband chip design and manufacturing, and content development for broadband, such as electronic game development and design and music, film, television, video made specifically for interactive broadband. In essence, the Committee is trying to find ways to create jobs in those industry sectors that will most likely grow as a result of a broadband future, building on the entertainment and technology talent that is already here in Austin.

The Committee has been gathering information from people in Austin involved in these digital entertainment industries, with the goal of developing a White Paper that would detail a strategy and a process for job creation. That White Paper is due to be completed this year.

The Committee also held a networking event on October 2nd. That event was held with the goal of bringing together leaders in the various digital entertainment industry sectors in Austin to discuss potential business opportunities. More such events are planned, but no specific dates have been chosen.

Commissioner Pool stated that she reported on this to the Council Committee for Telecommunications Infrastructure and they were very interested. She also stated that the idea that we might be finding a new cutting edge industry to bring to town is the Austin thing to do.

Commissioner Curtis stated that he attended the last Chamber meeting on September 20th where they discussed developing a web site that would help their group.

Commissioner Pool asked Commission McMahon to get involved with Commissioners Hill and Curtis on the Digital Entertainment initiatives.

e. Review of Telecommunications Commission work plan

After reviewing the Telecommunications Commission work plan the Commission felt that they had accomplished 90% of their workplan goals.

At the next scheduled meeting the Commission will discuss their retreat date where they will form their FY 2001-2002 workplan. The proposed date for the retreat is December 8th.

8. Standing items:

a. Grant for Technology Opportunities Program (GTOPs) update (Sheena Colbath)

Sheena Colbath, Research Specialist with TARA, gave a power point presentation on the GTOPs 2002 Staff Recommendations as follows:

Preparation

- Timeline – Now through November 1, 2001
- Staff Actions
 - Revise application & guidelines
 - insurance requirements
 - expectations regarding monthly reporting
 - final awards to be given in set amounts on a reimbursement basis

- Review/Revise and/or create application and guidelines for reviewers
- No partial awards may be given
- Final award set in amounts in set chunks of \$5, \$10, \$15 or \$20 as appropriate to budget
- Legal to review contract for changes and additions
- Compose draft of press release for public information office
- Update all web sites and links relating to program

Applications

- Timeline/Applications Accepted
 - Nov. 1, 2001 to Jan. 15, 2002
- Staff Actions
 - Post applications and guidelines on website
 - Review applications for completeness

Review Board

- Timeline/Call for Reviewers
 - November 1, 2001 to Jan. 15, 2002
- Staff Actions
 - Post applications and guidelines on website
 - Review applications
 - Crosscheck for conflict with applicants
 - Select review board (to avoid conflicts of interest)

Review Process

- Timeline
 - Jan 15, 2002 to Mar 1, 2002
- Review Board Actions
 - Report recommendations to Commission at March meeting
- Commission Actions
 - Vote to accept recommendations at March meeting
- Staff Actions
 - Facilitate review process
 - Forward accepted applications and information on review board to City Manager for final approval
 - Notify applicants of final awards upon approval
 - Coordinate Press Conference with Commission, Council Committee and Public Relations Office

Update on partnering / funding support for GTOPs (Jim Butler)

Staff presented from Jim Butler, Interactive Industries Development Manager for the City of Austin, numerous letters of support and pledges for support from 3M and Neil Webber of the Webber Family Foundation.

b. Community Technology Center (CTC) Task Force update (Kane, Rodriguez, Curtis)

Commissioner Rodriguez stated that the Task Force and Jim Butler met 2 weeks ago to discussed the letter that is going out to the participants of the round table discussions. This letter will discuss current funding, projected funding and the different assets they would bring to the table for creating this center. We have forwarded this letter to the TARA Office for

them to mail out to four different groups we have identified as; media, corporate sponsor, community technology and community groups who's mission is not technology related. The letter requests these groups to return their information or recommendations within 3 weeks. The Task Force will send this mailing list to the Commission for FYI.

Commission McMahon suggested, due to the economy, that we look into abandoned office space that someone could donate for the Community Technology Center. She also asked if this center could qualify for funding from the State?

Commissioner Rodriguez stated that maybe under the Technology Infrastructure Funding (TIF) and that Gene Crick would be the person to ask.

c. Downtown Commission Report (Curtis)

Commissioner Curtis had nothing new to report at this time.

d. Discuss recommendation to Council on the allocation of remaining access channels (Hill)

Staff will look into the out come of the Round Rock School District's request for an access channel.

e. Commission information items

1. Web address

<http://www.ci.austin.tx.us/telcommission/>

2. Update on bandwidth in the City (Hill)

Commissioner Hill feels this item has already been covered.

f. Council Committee for Telecommunications Infrastructure Report (Pool)

Commissioner Pool stated that she reported to the Committee on the Commissions efforts for the Technology Day and the Digital Entertainment involvement.

9. Future agenda items

For action – regular meeting (11/14/01)

- Discuss and confirm workplan retreat date (proposed date December 8, 2001)

10. Adjournment

Motion to adjourn the meeting at 9:20 p.m. was made Commissioner Hill; seconded by Commissioner Ramsey. Vote 7-0.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – NOVEMBER 14, 2001
<http://www.ci.austin.tx.us/telCommission/>

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:40 p.m.
Commissioners in attendance were Leslie Pool, Deborah Hill, Wendell Ramsey, Matthew Cutis, Patrick Rodriguez and Kevin Kane.
Commissioner absent was Rosemary McMahill.
Commissioner Elango Rajagopal was absent, but has not been sworn in.
Staff in attendance were Rondella Pugh and Sheena Colbath.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Ramsey; seconded by Commissioner Kane. Vote 5-0. (Commissioner Hill arrived late)(Commissioner McMahill absent) (Commissioner Rajagopal has not been sworn in from his re-appointment)

3. Citizen communications (3 minutes to speak)

Hannah Gourgey, CTTC Program Manager for Capital Area Training Foundation, gave an overview of the programs coming years activities and asked for the Commission's help to make this program sustainable. She stated that they are looking at instituting a sliding scale fee, industry sponsorship, seeking private funds and grants in order to make this program sustainable.

4. Approval of minutes for October 10, 2001 Regular Meeting

Commissioner Ramsey stated that he was not in attendance of the October meeting until after item 5 and would like the language on both a, b & c to read 'vote was 6-0 in favor' rather than 'vote was unanimous in favor'.

After changes were reflected in the minutes the motion to approve the minutes for the October 10, 2001 regular meeting was made by Commissioner Kane; seconded by Commissioner Hill. Vote 6-0. (Commissioner McMahill absent) (Commissioner Rajagopal has not been sworn in from his re-appointment)

5. Officer's report

Rondella Pugh, Telecommunications & Regulatory Affairs, (TARA) Officer, reported that Austin Community Access Center's contract was renewed for two years (10/01/01 to 9/30/03) at an annual funding level of \$617,500. She also stated that the Council Committee for Telecommunications Infrastructure is going to take up the Commissions resolution regarding the placement of C-Span2 for discussion at their next meeting.

6. Discussion and possible action on the following:

a. Discuss and confirm workplan retreat date

The Commission will hold there retreat December 15th from 9:00 a.m. to 12:00 p.m. The regular monthly meeting scheduled for December 12th is cancelled in deference to the retreat.

b. Austin Chamber of Commerce Digital Entertainment Committee Report (Hill/McMahill)

Commissioner Hill read the working draft of the Austin Chamber of Commerce Digital Entertainment Committee mission statement as: To create jobs, attract jobs, excel the digital entertainment industry development in Austin. This committee will be part of the SXSW Interactive Festival, which is scheduled for March 8-12, 2002.

c. Community Technology Day update (Hill/Curtis)

Commissioner Curtis stated that Community Technology Day is scheduled for December 1, 2001, beginning with open houses in the morning and concluding in conjunction with the Cyber City Social (7:00 p.m. at Club Deville.) This event will fall the day before the National Community Network Conference scheduled for December 2- 4, 2001. He stated that they have been working with GTOPs recipients and other community technology groups to have open houses during this time. Commission Curtis also stated that he and Commissioner Hill have been working on publicity and that more information is available on-line at www.ctiaustin.org - Community Technology Day.

Commissioner Hill stated that it would be good if each open house could have one Commissioner on site.

The National Community Network Conference web site is www.tcrc.net/conference.

d. Discussion concerning recommendation to Council to create an annual award for outstanding service in the area of community media, and technology (Hill)

Commissioner Curtis stated that the Advocate of the Year Award would be awarded to a person or persons creating equitable opportunities in the fields of community technology and the media arts. The Commission would like to have this award for next year's event. He also stated that there could also be a second award in the summer.

Commissioner Pool asked that they discuss this further at the Commission retreat.

7. Standing items:

- a. Grant for Technology Opportunities Program (GTOPs) update (Sheena Colbath)

Sheena Colbath, Research Analyst with the City of Austin's Telecommunications & Regulatory Affairs Office, stated that all of the GTOP's 2002 information is now available on www.ctiaustin.org this includes the applications of both the grant and the review board. The deadline for submitting an application for the 2002 GTOPs and for submitting applications for the review board is February 15, 2002. She also stated that some of the GTOPs 2001 awardees are still working on getting their information in. The Girl Scout's Techmobile is on its way to Austin.

- b. Community Technology Center (CTC) Task Force update (Kane, Rodriguez, Curtis)

Commissioner Curtis stated that the CTC Task Force sent out letters to the people who participated in their first meeting asking for resources they would need. They received some letters back and are expecting more. The next step is to follow-up with the people who sent in their information. They are also communicating with the City of Atlanta on how they put together their community technology center.

- c. Downtown Commission Report (Curtis)

Commissioner Curtis stated that the Downtown Commission's next meeting would be December 5th where they will be putting together their workplan for the next year. He stated that this would be a good time to submit items from the Commission.

- d. Discuss recommendation to Council on the allocation of remaining access channels (Hill)

This item will be discussed at the Commission retreat. The staff was requested to bring information to the retreat regarding the allocation of remaining access channels, specifically a short history and summary of information on the current outstanding application.

- e. Commission information items

Commissioner Curtis stated that Austin Free-Net will host a fund raiser called Net Jam which is a night of music, dancing and networking, Thursday, November 15th from 6:00 to ?, at Speak Easy on Congress Avenue. The cover is \$5.00 and this funding will help support Austin Free-Net.

Web address

Commissioner Ramsey stated the Commission's web address for channel 6 to post on the televised screen. He also stated that the Commission web site

provides information on how to forward questions or comments to the Commission. He also stated that the Commission welcomes citizen input on the content of the web site.

f. Council Committee for Telecommunications Infrastructure Report (Pool)

Commissioner Pool reported that she gave a briefing on the Commission's workplan items that had been completed.

8. Future agenda items

For action – regular meeting (12/12/01)

Motion to cancel the Commission regular meeting scheduled for December 12, 2001 in light of the Commission retreat scheduled for December 15, 2001 was made by Commissioner Ramsey; seconded by Commissioner Curtis. Vote 6-0. (Commissioner McMahill absent) (Commissioner Rajagopal has not been sworn in from his re-appointment)

Items for the January 9, 2002 regular meeting:

- GTOPs 2002 question and answer session
- Presentation by Susan Darr on Southwestern Bell's rate plans and general information

9. Adjournment

The meeting was adjourned at 8:40 p.m.