

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – JANUARY 9, 2002 - 7:30 P.M.
MUNICIPAL BUILDING - 124 W. EIGHTH STREET – ROOM 304
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:35 p.m.
Commissioners in attendance were Leslie Pool, Deborah Hill, Wendell Ramsey, Matthew Cutis, Rosemary McMahon, and Kevin Kane.
Commissioner absent was Patrick Rodriguez.
Commissioner Elango Rajagopal was absent, but has not been sworn in.
City of Austin staff in attendance were Rondella Pugh, Sheena Colbath and Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Kane; seconded by Commissioner McMahon. Vote 6-0. (Commissioner Rodriguez absent) (Commissioner Rajagopal has not been sworn in from his re-appointment)

3. Citizen communications (3 minutes to speak)

Hannah Gourgey reported to the Commission on the working draft of a Strategic Plan for the Community Technology Training Centers. The Centers are planning a site visit for January 23rd for the Travis High School site and January 24th for the Reagan High School site and invited the Commission and Council to attend. The Commission would like to schedule some of the Commissioners to meet with Council members at this site visit to discuss the CTTC Strategic Plan. Ms. Gourgey stated they would like to have the plan adopted by March 2002.

4. Approval of minutes for November 14, 2001 Regular Meeting

Motion to approve the minutes from the November 14, 2001 regular meeting was made by Commissioner Curtis; seconded by Commissioner Kane. Vote 6-0. (Commissioner Rodriguez absent) (Commissioner Rajagopal has not been sworn in from his re-appointment)

5. Officer's report

Rondella Pugh, Telecommunications & Regulatory Affairs, (TARA) Officer, reported forwarded a letter last week to Time Warner Cable (TWC) from the Council Committee for Telecommunications Infrastructure asking TWC to respond to the Commission's resolution requesting that they place C-Span2 back on the standard tier of service. We are expecting TWC to appear to the Council Committee on January 23rd.

6. Presentation on telecom discounts, subsidies & e-rates available to eligible groups (Susan Darr, SBC)

Susan Darr, Director of External Affairs for Southwestern Bell Company, presented a chart and talked briefly on the lowest available rates for telecommunications services for schools, libraries, non-profit telemedical centers, cities, counties and state agencies. The discount categories are; Texas House Bill

2128; \$260/month Texas USF T1 Lines; Texas 25% Distance Learning / Information Sharing Discount (PURA 57B); E-Rate Discount; SW Bell's Teas DIR V-TEL Contract; TEX-AN; Texas Government Services Tariff; Texas TIF Grants.

7. Presentation on the Seaholm Power Plant Science and Technology Museum (Alex Ferdman)

Alex Ferdman reported that the mission of the museum effort is to educate and enlighten the public in basic and scientific principals, with focus on their application of everyday life, through stimulating and enjoyable hands-on experiences.

The goals of the museum are: to create an educational and entertaining environment for people of all ages to explore science and technology, offer student and teacher outreach programs, and contribute to the revitalization of downtown Austin and its economic expansion.

Mr. Ferdman stated that the next steps are to establish a board of directors and advisory council, raise funds to complete a Master Plan, establish a location, size and costs, plan for a Capital campaign, and develop industry and public support. They will be forming a coalition consisting of Austin's industry, business and high tech community, business and city leaders, public and private educational institutions and community members to make this happen.

Mr. Ferdman presented a copy of the museum's feasibility study developed by Harrison-Price for the Commission's review.

Commissioner Pool stated that it is the Council's decision on how Seaholm will be used; however, it might be useful for the Commission to get behind the idea of a Science and Tech Museum. She suggested that the Commission look at the museum's plans to assess if they would like to take an advocacy position.

Mr. Ferdman stated that for more information he can be contacted at ajf@sbcglobal.net.

8. Discussion and possible action on the following:

a. Recap of retreat, development of workplan to 2002

This item was postponed till the February 8, 2002 regular meeting.

The Commission asked that the annual report be submitted as a draft until the 2001-2002 workplan can be approved.

b. 2002 Commission meeting schedule

The March regular meeting is rescheduled for March 20th.

The July regular meeting is canceled.

The December regular meeting is canceled in lieu of a retreat to develop the coming year workplan.

The Commission will discuss South by Southwest (SXSW) 2003 at their May meeting. They will contact Jim Butler, with the City staff for information. Commission McMahill will take the lead on this project.

The Commission will adopt the schedule with their workplan at the February meeting.

9. Standing items:

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

Sheena Colbath, Research Analyst with the City of Austin Telecommunications & Regulatory Affairs office reported that Sweet Home Missionary Baptist Church has not responded to requests for information and is not in compliance with the GTOPs contract. At this point it may be best to terminate the grant. All the other 2001 awardees are in full compliance and are submitting invoices and reports on a regular basis. There have been several inquiries regarding the 2002 program and applications process.

The Commission asked the staff to go forward with the recommendation to terminate the Sweet Home Missionary Baptist Church GTOPs contract.

GTOPs 2002 question and answer session

There were no participants for the question and answer session.

Ms. Colbath stated that the deadline for submitting applications for the GTOPs 2002 grant is February 15, 2002 and the review process begins in March. Some of the review panel participants from last year have shown interest but at this time there are no official applicants for the review panel. Ms. Colbath stated that the Commission could approach people to apply for the panel.

The web address for the GTOPs 2002 grant and review panel application is www.ctiaustin.org.

The Commission requested that some time around June they would like to invite the GTOPs 2001 for a show and tell.

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

Commissioner Curtis reported that the Task Force sent out a letter requesting the resource needs of the groups that they have met with. They sent a follow up letter asking when they will be getting the resource needs letter back and should be hearing back this week. The short-term tactical response will be to find the resources to help these groups.

c. Downtown Commission Report (Curtis)

The Commission will not meet till next week therefore no report was given.

d. Commission information items

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 links to other organizations, the Commission's initiatives. This web site also provides general information regarding the Commission meeting (i.e. agendas, meeting minutes).

e. Council Committee for Telecommunications Infrastructure Report (Pool)

The Committee did not meeting in December, therefore no report was given.

10. Future agenda items

For action – regular meeting (2/13/02)

Workforce Development presentation (Sandy Dochen, Fred Butler)

Presentation on National Engineers Week

Workplan approval

Possible review of CTTC Strategic Plan

AMN's / streaming video or streaming audio (Officer's report)

11. Adjournment

The meeting was adjourned at 9:20 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – FEBRUARY 13, 2002
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:34 p.m.
Commissioners in attendance were Leslie Pool, Deborah Hill, Wendell Ramsey, Matthew Cutis, Rosemary McMahill, and Kevin Kane.
Commissioner absent was Patrick Rodriguez.
Commissioners Elango Rajagopal and Michael Lofton were absent, but have not been sworn in.
City of Austin staff in attendance was Rondella Pugh, Lon Berquist and Jane Reina.

2. Adoption of agenda

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

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications

4. Approval of minutes for January 9, 2002 Regular Meeting

Motion to approve the minutes from the January 9, 2002 regular meeting was made by Commissioner Kane; seconded by Commissioner Ramsey. Vote 5-0. (Commissioner Hill arrived late)(Commissioner Rodriguez absent)(Commissioner Rajagopal has not be sworn in from his re-appointment)(Commissioner Lofton absent but not sworn in from his appointment)

5. Officer's report

Rondella Pugh, City of Austin, Telecommunications & Regulatory Affairs Officers, reported on the City's involvement with SXSW 2002. She also spoke briefly on the Texas Association of Telecommunications Officers and Advisors annual conference to be held in Austin in May 2002. She also presented a news release on President Bush's 2003 proposed budget and how it eliminates funding for the Department of Education and how this could affect CTTC and the Technology Opportunities Program. Ms. Pugh presented a memo from the City Manager regarding the status of Council's request for Austin Music Network (AMN) to utilize City Broadband Capacity. The memo summarized by stating that TARA and Information Systems Department (ISD) have made a preliminary determination that web casting AMN over the Internet using COA bandwidth is feasible. ISD will make a full report to City Council on the feasibility and fiscal impact of the pilot project in 60 to 90 days. Ms. Pugh stated that she should be able to report back on this subject at the Commission's April or May regular meeting.

Jim Butler sent a memo that stated that the Arts Commission, Design Commission, Downtown Commission, Electric Utility Commission, Historic Landmark Commission, Music Commission, Parks Board, Planning Commission and the Urban Transportation Commission are groups that would

likely have some reason to be interested or involvement in the Seaholm Science and Technology Museum project.

Lon Berquist, City of Austin Research Analyst, gave a status report on the Residential Technology Survey. This will be a phone survey that is estimated to cost \$30,000 to \$40,000. We are currently looking at partners to help with this cost. He stated that the Austin e-Map project proposes is to conduct a comprehensive survey of information technology use among a significant sample of Austin citizens. In addition, the project will offer a geographical information system (GIS) map detailing the information technology use among residential areas throughout Austin, as well as the locations providing access to information technology. The purpose is to provide a detailed baseline understanding of the current distribution of online access in Austin to allow the City and partner to address programs enhancing Digital Opportunities, provide an understanding of customers concerns and desires regarding Cable Television programming and services, and provide the City with crucial information about the possibilities for e-Government services.

6. Presentation on workforce development & skills training in the Austin/Travis County area

Sandy Dochen, Worksource Board Chair, stated that money from the Unemployment Insurance taxes goes to the Department of Labor then to the state Texas Workforce Commission and some that money is allocated to 28 local boards around the state. They are the board for Travis County. They manage and administer the workforce investment act money. They have about a 20 to 22 million-dollar budget. They operate three workforce or career centers plus an unemployment center that helps anyone who walks in. They provide ideas and help, like resumes, training and job banks. They help people determine what their interests are, what their skills are and when there is a deficiency they can help their clients get into training and also pay for some of that training. The largest percent of their budget is childcare. They subsidize childcare for about 25,000 children every month. This is to help someone with 2 or 3 children to be able to get some training and show up on the job. Their re-employment center is located on Lockwood Lane and does not have the full range of services that the other centers have but clients can get help with resumes and they have job clubs. The Texas Workforce Commission puts out RFP's for grant monies. They have been able to receive 1.1 million in grants to train under employed individuals in electronics, as electricians, semi conductor manufacturing technicians, network and systems administrators, information technicians, database administrators, and telecommunications technicians. Worksource does not do direct training so their training partners in this grant are Capital Idea and the Eastside Story Digital Workforce Academy. They rely on community partnerships, such as training providers, to help understand what the needs are out there.

7. Presentation on National Engineer's Week, February 17 – 23, 2002, in Central Texas

Ms. Susan Keller with the Greater Austin Steering Committee announced that National Engineer's Week is February 17–23, 2002. Their Committee targets out reach to elementary, middle & high schools in Austin and surrounding areas. Last year they spoke to 23,000 students about engineering and opportunities with engineering. One of their elementary school outreach programs has teamed up with the National Public Broadcasting System and the American Social of Civil Engineers to produce a three part video series with hands on experiments called Zoom Into Engineering. The web address for more information is www.centexeweek.org and www.eweek.org.

8. Discussion and possible action on the following:

- a. CTTC Strategic Plan

Hannah Gourgey, Managing Director of the Community Technology Training Centers (CTTC) for the Capital Area Training Foundations (CATF) stated that the budget that President Bush's is proposing will be 20% of their budget. If they are unable to recoup that cost through other funding initiatives they will have to reduce the services that they are providing. In the draft Strategic Plan they had a focus on two different things, what to do to pursue existing funding sources that are needed to continue in their funding and what do they continue to offer, maintain or begin? The strategies for persuading existing funding sources are strong. They have a great representation with in the community. Austin Independent School District (AISD) has good relationship with them. They have performed beyond the original expectations of the City and are conducting a survey of the clients they have had over the last two and half years and some of the results are astonishing. 43% of the people surveyed have gotten jobs or promotions from having had the opportunity to take these classes. They are strengthening their referral sources, so that when people come to the center and are interested in getting a job but they might have childcare issues they can refer them to those sources. Another thing is maybe entering into a joint marketing campaign with one of partners who are also doing similar kinds of work and this would help hit a broader market. When asked what they could or should do to broaden the opportunity for funding, she stated that they are currently looking at teacher training because they are in the schools, they have a good relationship with AISD and a good relationship with Intel know that that is a place for funding in the existing "No Child Left Behind" legislation. They are also looking at the digital film industry and developing some multimedia opportunities for the students and teachers at the same time. Ms. Gourgey thanked the Commission for their continued support.

- b. 2002 Austin Telecommunications Commission workplan and schedule

Motion to approve the 2002 Austin Telecommunications Commission workplan and schedule with a change made item 7 of the workplan to replace the Austin Film Commission with the Austin Convention and Visitor Bureau Film Liaison was made by Commissioner Hill; seconded by Commissioner Ramsey. Vote 6-0. (Commissioner Rodriguez absent)(Commissioner Rajagopal has not be sworn in from his re-appointment)(Commissioner Lofton absent but not sworn in from his appointment)

The Commission will review the workplan at their April regular meeting.

9. Standing items:

Motion to table items 9. a. through e. was made by Commissioner Hill; seconded by Ramsey Friendly amendment was made by Commissioner Hill to table items 9. b. through e. with some discussion lead by Commissioner Ramsey on 9.a. Vote 6-0.

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

A memo from Sheena Colbath, City of Austin Research Analyst was presented that stated:

Sweet Home Missionary Baptist Church, with the help of Austin Free-Net have completed the last of their insurance requirements and are working on their invoices and reports for August through January.

Casa Marianella has completed its GTOPs contract. They are very pleased with the outcome of the grant project and felt that the integration of computer technology and the internet empowered their clients.

Applications for the 2002 grant are coming in every day. Only two review board applications have been received to date, so please inform your friends and colleagues that openings are still available. The time commitment will be much smaller this year as the selection process is more streamlined.

Commissioner Ramsey encouraged applications for reviewers of the GTOPs grants. He stated the web page for grant applications and reviewer applications can be found at www.ctiaustin.org.

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

This item was tabled.

- c. Downtown Commission Report (Curtis)

This item was tabled.

- d. Commission information items

Web address

- e. Council Committee for Telecommunications Infrastructure Report (Pool)

This item was tabled.

- 10. Future agenda items

For action – regular meeting (3/13/02)

- 11. Adjournment

The meeting was adjourned at 9:30 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – MARCH 6, 2002 - 7:30 P.M.
<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, and Kevin Kane.

Commissioners absent were Patrick Rodriguez and Rosemary McMahill

Commissioners Elango Rajagopal and Michael Lofton were absent, but have not been sworn in.

City of Austin staff in attendance was Sheena Colbath Harden and Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Kane; seconded by Commissioner Ramsey. Vote 4-0. (Commissioner Hill arrived late) (Commissioner Rodriguez and McMahill absent) (Commissioner Rajagopal has not been sworn in from his re-appointment) (Commissioner Lofton absent but not sworn in from his appointment)

3. Citizen communications (3 minutes to speak)

Eric Youn, with American Youth Works (AYW), stated that they would like to make a presentation to the Commission at the April meeting. He then gave a brief preview of what their presentation will entail.

Hannah Gourgey, with Capital Area Training Foundation (CATF), invited the Commission and staff to attend the Reagan High School Community Technology Training Center's first anniversary celebration on March 18, 2002.

4. Approval of minutes for February 13, 2002 Regular Meeting

Motion to approve the minutes from the February 13, 2002 regular meeting was made by Commissioner Kane; seconded by Commissioner Curtis. Vote 5-0. (Commissioner Rodriguez and McMahill absent)(Commissioner Rajagopal has not be sworn in from his re-appointment)(Commissioner Lofton absent but not sworn in from his appointment)

5. Discussion and possible action on the following:

Appointment of 2002 Grant for Technology Opportunities Program (GTOPs) review committee

Motion to accept the appointment of Joy Poth-Aleman, Susan Darr, Jerry Kelly, Chip Rosenthal, Roxanne Wheelis and Kai Wong as the 2002 Grant for Technology Opportunities Program review committee was made by Commissioner Ramsey; seconded by Commissioner Hill. Vote 5-0. (Commissioner Rodriguez and McMahill absent)(Commissioner Rajagopal has not be sworn in from his re-appointment)(Commissioner Lofton absent but not sworn in from his appointment)

Joy Poth-Aleman was in attendance. She spoke briefly of her background.

Roxanne Wheelis was attendance. She spoke briefly of her background.

6. Standing items:

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

Commissioner Kane stated that they have gotten a few responses back from some of the groups as far as their needs are currently and what they anticipate they will be in the next year or two. Commissioner Kane also stated that Mr. Jim Butler is working with the task force to try and get some of these groups to respond.

Commissioner Curtis stated that a lot of the information they have received included operating budgets and narratives of what the groups are doing and what they need. The next step will be to steer away from looking at the financial structure of putting together a technology center in order to focus on obtaining the immediate resource needs. They are looking at putting together a presentation for a 3 to 5 year project.

b. Downtown Commission Report (Curtis)

Commissioner Curtis reported that the Downtown Commission has not met lately therefore he had no report to make. Commissioner Curtis added that he had been attending the Music Commission meetings and would like to report on this at future meetings.

Commissioner Pool requested that the Music Commission Report be added as a standing item to the agendas.

Commissioner Curtis reported that discussion at the last Music Commission meeting focused on relocation of the Austin Music Network (AMN.) AMN had previously entertained the idea of moving into a piece of property at the old airport only to find that it is too small. The AMN relocation discussion is ongoing.

c. Commission information items

Web address

Commissioner Ramsey asked the CTC Task Force for some information for the Commission web site. He will also be adding an AYW link to the site.

Commissioner Pool reminded the Commission about the SXSW activities they are invited to attend.

d. Council Committee for Telecommunications Infrastructure Report (Pool)

Commissioner Pool stated that she reported to the Committee on Work Source presentation and the discussion with CATF regarding the President's proposed budget. Commissioner Pool also reported to the Commission that Mayor Pro Tem Goodman recommended that staff look at contacting Congressman Doggett regarding assistance in restoring some of the money for technology programs that might get cut.

7. Future agenda items

For action – regular meeting (4/10/02)

The Commission requested that the Officer's report for April include an update on the Residential Survey and on President Bush's budget proposal (letter from Committee, Commission, Doggett).

Commissioner Hill requested that the Residential Survey be a standing item on the Officers reports.

The Commission added the Music Commission report as a standing item on agendas.

Presentation on Boards & Commissions Process Review Task Force (Bill Spelman)

Presentation on AYW's Community Technology & Training Center (Eric Youn)

8. Adjournment

The meeting was adjourned at 8:30 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – APRIL 10, 2002
<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, Wendell Ramsey, Matthew Curtis, and Rosemary McMahonill.

Commissioner absent was Patrick Rodriguez

Commissioners with excused absents were Deborah Hill and Kevin Kane

Commissioners Elango Rajagopal and Michael Lofton were absent, but have not been sworn in.

City of Austin staff in attendance was Jane Reina, Sheena Harden and Lon Berquist.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Ramsey; seconded by Commissioner Curtis. Vote 4-0. (Commissioner Rodriguez, Kane and Hill absent) (Commissioner Rajagopal and Lofton absent but have not been sworn in)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications

4. Approval of minutes for March 6, 2002 Regular Meeting

Motion to approve the minutes from the March 6, 2002 regular meeting was made by Commissioner McMahonill; seconded by Commissioner Ramsey. Vote 4-0. (Commissioner Rodriguez, Kane and Hill absent) (Commissioner Rajagopal and Lofton absent but have not been sworn in)

5. Officer's report

Lon Berquist, with the City of Austin's Telecommunications & Regulatory Affairs (TARA) offices, gave an overview of a mail survey that TARA conducted in 1998 and what they will do differently with the new residential survey. The new residential survey will be a phone survey and the goal is to start the survey sometime in the fall of 2002. The cost will be around \$40,000.

A memo was presented from Jim Butler, Interactive Industries Development Manager with the City of Austin. The memo gave an update on the CTC Program Funding. It stated how Congressman Doggett would be sending a letter to the appropriations committee requesting that they reinstate the program and if the local CTC organizations, city council, or other supporter would like to make their voices heard, they recommend sending letters to the following people.

President Bush
The White House
1600 Pennsylvania Avenue NW
Washington, DC 20500
president@whitehouse.gov

Congressman Bill Young, Appropriations Chairman
2407 Rayburn Building
Washington, DC 20515
FAX: (202) 225-9764
bill.young@mail.house.gov

Ralph Regula, Labor HHS subcommittee on Appropriations
2306 Rayburn House Office Building
Washington, D.C. 20515
Fax # (202) 225-3059

A memo was presented from Jim Butler regarding the upcoming Community Technology Center's Network (CTCNet) 11th annual conference. The conference is scheduled for June 14 – 16, 2002, Hyatt Regency on Town Lake, Austin, Texas. For more information or to register on line the email address is: <http://www.ctcnet.org/conf2002/confhome02.htm>

The Commission requested that the next month's officer's report have an overview of SXSW 2002 and how the Commission can participate in a SXSW 2003 panel. The Commission would like to prepare to take some action at the June meeting.

6. Presentation on Boards & Commissions Process Review Task Force (**Bill Spelman**) (**10 minutes**)

This item was postponed till the May 8, 2002 regular meeting.

7. American Youth Work's (AYW) Community Technology & Training Center update (**Eric Youn**) (**10 minutes**)

Eric Youn, Program Manager for AYW gave a brief overview of their Community Technology & Training Center. He stated that their project promotes the use of technology in education and employment. They demonstrate the educational effectiveness of technology in urban and rural areas and in economically distressed communities and they are creating a national model to bridge the "Digital Divide". Some of their partners in this effort are Austin Area Urban League, Travis County, City of Austin, Housing Authority of the City of Austin, Austin Free Net, University of Texas at Austin, Huston-Tillotson, and other local universities. He stated that Dell, Microsoft, IBM, Legerity, Pervasive Software and Guaranty Federal Bank are corporate partners and advisory councils that ensure that the computer technology training genuinely prepares participant for the workforce. National partners include National Council of La Raza, AmeriCorps, Department of Education and YouthBuild, USA. Opportunities for involvement include hardware donations, software donations, time and financial support. For more information contact AYW at 472-5269 or e-mail Eric at eyoun@ail.org.

8. Discussion and possible action on the following:

Review 2001-02 Workplan (**20 minutes**)

This item was postponed till the May 8, 2002 regular meeting.

9. Standing items:

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

Discuss date for 2001 GTOPs show and tell

Sheena Harden, Research Analyst with the Office of Telecommunications & Regulatory Affairs reported that the GTOPs review board had their orientation and they were given materials with some guidelines so that we have some hard numbers for accountability. The oral presentation are scheduled for April 26th and at that time the review board will be turning in their written judging forms. Final rankings will then be calculated and from that point communications between the city and the review board will make the final determinations. The City will present the review board's recommendations to the Commission at the May regular meeting. If the commission approves them, then they will go to the City Managers Office for final approval. Commissioner Curtis will try and coordinate a press conference to announce the awardees for the 2002 GTOPs and the show and tell for the 2001 awardees to be confirmed at the May meeting.

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

Commissioner Curtis reported that with the help of Jim Butler they have received more responses from the community groups. They had over 20 responses from groups around town with their resource needs and what their operating budgets look like. The next step will be coming up with a plan based on the Victoria model.

c. Downtown Commission Report (Curtis)

Commissioner Curtis reported that there are some issue he feels the Telecomm Commission could partner on like fiber in the downtown area and smart conduit.

d. Music Commission Report (Curtis)

Commissioner Curtis reported that at the last meeting it was stated that the Austin Music Network would be moving it's operation to the Mueller Airport site. The Austin Music Network will be releasing a DVD of music videos later this month. They have also potentially secured 2 hours of satellite time a month to showcase Austin. Commissioner Curtis stated that there is potential to partner with this commission and that they will also be send some to represent them at our meetings.

e. Commission information items

Web address – www.ci.austin.tx.us/telcommission/

Commissioner Wendell Ramsey stated that types of information the Commission tries to keep posted on the web site are Commission initiatives, recommended links for digital divide bridging activities, digital entertainment, and upcoming conferences

f. Council Committee for Telecommunications Infrastructure Report (Pool)

Commission Pool stated at the last meeting the Council Committee was informed of the appointments to the GTOPs review panel.

10. Future agenda items

For action – regular meeting (5/8/02)

- Presentation on Boards & Commissions Process Review Task Force. (Bill Spelman)(10 minutes)
- Review 2001-02 Workplan.
- Update on development of Mueller Airport (Jim Walker) (10 minutes)
- 2002 GTOPs awards, confirm a date for press conference and the 2001 GTOP's show and tell.
- Review of 2002 SXSW and prep for 2003 SXSW (Officer's Report)

11. Adjournment

The meeting was adjourned at 8:50 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – MAY 8, 2002
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:49 p.m.
Commissioners in attendance were Leslie Pool, Wendell Ramsey, Matthew Curtis, Rosemary McMahill, Kevin Kane and Deborah Hill.
Commissioner Elango Rajagopal was absent, but has not been sworn in.
City of Austin staff in attendance was Rondella Pugh, Jane Reina and Sheena Harden.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Ramsey; seconded by Commissioner Hill. Vote 6-0.

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications

4. Approval of minutes for April 10, 2002 regular meeting

Motion to approve the minutes for the April 10, 2002 regular meeting was made by Commissioner Hill; seconded by Commissioner Curtis. Vote 6-0.

5. Officer's report

Rondella Pugh, Telecommunications & Regulatory Affairs, (TARA) Officer, reported that the final review is underway by the Information Systems Department Director on the utilization of City's bandwidth capacity by Austin Music Network (AMN) for video streaming. A final report to Council is expected within a couple of weeks. Commission will receive copies once released.

Ms. Pugh reported that there has been no progress with securing funding partners for the Residential Survey.

Ms. Pugh reported that the 7th Annual TATO A conference wrapped up today. It was held May 7th and 8th here in Austin. The conference had an excellent turnout of attendees, around 60, and held its first annual government access programming awards which were a real hit.

Ms. Pugh reported that on March 15, 2002 the FCC issued a Declaratory Order finding that cable modem service offered over a cable system is an "interstate information service." As a result of this decision, the FCC found that the service is neither a telecommunications service, subject to state or federal telecommunications regulations, nor a cable service subject to local cable franchise requirements. The FCC simultaneously issued a Notice of

Proposed Rulemaking (NPRM) raising a series of questions about how this interstate information service should be treated for purpose of public rights-of-way access and other interactions with local communities and cable modem subscribers.

The importance of this decision and its adverse impact on local governments is significant. The City of Austin received approximately \$1.2 million in cable modem franchise fees in 2001.

City of Austin will provide assistance by contributing funds to NATOA for the appeal of the FCC Order to the 9th Circuit for filing comments in response to the FCC's Notice of Proposed Rulemaking. Austin is a member of NATOA which has joined forces with National League of Cities, U.S. Conference of Mayors, National Association of Counties to form the Alliance of Local Organizations Against Preemption (ALOAP).

Expectations are that FCC won't issue rules until end of this year and the appeal could take 1-2 years in the courts.

Ms. Pugh reported that there are several related rulemaking projects underway at the PUC regarding House Bill 1777.

Project No. 25450 (Redefinition of Access Line): The Public Utility Commission has initiated this rulemaking to address the possible redefinition of "access line". As the commission knows there are currently three categories of access lines. However, the original legislation excluded DSL in any of the categories. The first workshop was held on April 9th.

Project No. 25433 (Municipal Authorized Review): The PUC initiated this rulemaking to establish rules for municipalities to conduct an authorized review of the provider to ensure compliance with the access line reporting requirements. The first workshop was held on April 10th where the scope of the problem was identified (e.g. available documentation, how to address proprietary information, timeframe to complete the review, and other considerations such as records retention, payment of the audit, penalties, etc.) A ruling is expected by the end of this year.

Project No. 24639 (Enforcement Procedures): There are some Certificated Telecommunications Providers that are not paying or reporting access lines. The PUC initiated this project to come up with standardized enforcement procedures.

Jim Butler, City of Austin, Interactive Industries Development Manager presented a South by Southwest (SXSW) update by way of memo that stated: 'The main difference in this year's City involvement in SXSW compared to previous years is that we were able to provide approximately 20 total community scholarships to 2 community groups. This year we were able to provide approximately 275 community scholarships, and those were available to approximately 40 community groups. Also, last year we only had information about 2 community groups in the SXSW Interactive program book. This year, we were able to make that space available for all of the approximately 40 community groups that were offered the community scholarships.'

Mr. Butler's memo also stated that he and Commissioner McMahon decided to pursue the idea of having the City and the Telecommunications Commission help put together a panel for SXSW 2003 that would focus on efforts being made around the country and the world to develop regional digital economies. Mr. Hugh Forest with SXSW is willing to have such a panel at SXSW 2003, with the caveat that he would strongly prefer having the panel comprised mainly of folks from outside of Austin. There could be some Austin representation on the panel, but the more panelists from outside Austin, the better. Mr. Butler continued that if the Commission would like to pursue this panel idea that he would be glad to be a resource in helping to determine likely panelists and working in conjunction with the Commission, decide who would be the best panelists to invite.

6. Update on development of Mueller Airport (Jim Walker) (10 minutes)

Jim Walker, Chair of the Mueller Implementation Advisory Commission, reported that Council accepted the Robert Mueller Municipal Airport (RMMA) Master Plan in July 2000. There are three main documents related to Mueller redevelopment. To obtain these documents you can call 974-3511. There is the Master Plan of which there is also an executive summary. The request for qualifications went out early last year to nationally solicited developers. Six (6) responded, three (3) were short listed one (1) dropped out so the two (2) that were left were sent requests for business plans.

The latest development is that the City Council directed staff to proceed with negotiating a development agreement with Catellus Development Corporation, which is one of the two respondents. In the course of the negotiations they will negotiate where it gets started, the phasing of the performance criteria over time, the City's and the developers role in sharing some of the risks, all the infrastructure that has to go in.

Mr. Walker stated that AMN has shown an interest in locating at RMMA, which is fine. All that they are asking is that AMN engage in the process.

Their Commission is working through their annual workplan. They are talking about the criteria by which community interests should be considered.

The Austin Film Society has a long-term lease on several hangars and about 20 acres on the 51st Street side. All indications show that they will probably get worked into the final plans.

Commissioner Curtis asked if part of the Catellus plan was to have fiber infrastructure in place.

Mr. Walker responded for this to compete as a subdivision or a development it is going to have to have all amenities.

Mr. Walker stated that they have a subcommittee for the Mueller Implementation Advisory Commission working on what the criteria will look like which could work with the Telecomm Commission on a subcommittee level.

You can obtain more information on RMMA redevelopment at www.cherrywood.org and www.ci.austin.tx.us/mueller.

7. Presentation on Boards & Commissions Process Review Task Force (Bill Spelman)
(10 minutes)

No presentation was given.

Jane Reina, Austin Telecommunications Commission Liaison, stated that she would attempt to obtain a written report from the Task Force.

Commissioner Pool requested that Mr. Spelman might want to ask another member of this committee to make a presentation.

8. Discussion and possible action of the following:

- a. Review 2001-02 Workplan. (20 minutes)

Commissioner Pool asked the Commission to rate what they felt were the 3 priorities on the workplan.

McMahill

1 - SXSW event

6 – Continuing efforts to enhance community networks (GTOPs, CTC, Mueller Airport)

7 – Continue to develop working relationships with other Commissions.

Kane

5 – Make access to broadband and e-government

4 and 6.

Curtis

1 – Multimedia industry

4 – Looking further into e-government, broadband.

7 – Develop networking relationships.

Ramsey

1 – Input to digital access to technology as well as City government

5 and 4.

Hill

1, 6 and 7

Commissioner Pool stated that she was focused on budget because if we the commission is going to be able continue number 6 it needs to stay up on what is happening with the financial state.

Commissioner Pool stated that the priorities on the workplan are:

Number 1 is Workplan item 1

Number 2 is Workplan item 6

Number 3 is Workplan item 7

Number 4 is Workplan item 4

The workplan will be reviewed again at the Commission's September regular meeting.

- b. Approve recommendations on 2002 Grant for Technology Opportunities Program (GTOPs) awards.

Motion to approve recommended funding for Girlstart \$15,000; Greater Austin Hispanic Chamber of Commerce \$20,000; Computers for Learning \$11,800; Metropolitan Austin Interactive Network \$20,000; Housing Authority of the City of Austin \$6,600; River City Youth Foundation \$10,600; Cine Las Americas \$8,000; and Texas New Media \$8,000, for the 2002 GTOPs was made by Commissioner Ramsey; seconded by Commission Kevin Kane. Vote 6-0.

9. Standing items:

- a. GTOPs update. (Sheena Harden)

Sheena Harden, Research Analyst with the Office of Telecommunications & Regulatory Affairs stated that the press conference for GTOPs 2002 and the show and tell for the GTOPs 2001 awardees would be held Wednesday, June 12, 2002 at 2:00 p.m. at the Lorraine “Grandma” Camacho Activity Center.

TARA staff will make arrangements for the 2002 GTOPs review committee to be recognized by Council at a July Council meeting.

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

Commissioner Curtis stated that they have gotten all of the resource needs letters back. He stated that they are putting together a large crosscheck list of what can possibly be provided for them. They are using the Victory model as the main guideline but at the same time making it very Austin. A rough idea for a vision statement should give an idea as to where they are going. “Austin will be known as global center for the digital economy, creating jobs and a better quality of life by enabling its citizens through enhanced access to new technologies and by actively participating in new job growth in technology, media and entertainment industries”. He stated that they are cultivating a master plan that is very effective but also has little or no need for additional city funding.

- c. Downtown Commission report. (Curtis)

There was nothing to report at this time.

- d. Music Commission report. (Curtis)

Commission Curtis reported that the Music Commission meeting last month was about the decibel level issue. Woody Robert with the Austin Music Network (AMN) reported that they are potentially getting a few hours of satellite time a week. They are going to be doing audio and video streaming from their website. AMN released their DVD of Austin music.

e. Commission information items:

Web address.

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

f. Council Committee for Telecommunications Infrastructure report. (Pool)

There was nothing to report at this time.

10. Future agenda items

For action – regular meeting scheduled for 6/12/02

- Discuss and possible action on SXSW 2003
- Capital Area Training Foundation update (5 min)

11. Adjournment

The meeting was adjourned at 9:05 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – JUNE 12, 2002
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:39 p.m.
Commissioners in attendance were Leslie Pool, Wendell Ramsey, Matthew Curtis,
Rosemary McMahonill, Kevin Kane and Deborah Hill.
City of Austin staff in attendance was Jane Reina.

2. Adoption of agenda

**Motion to adopt the agenda was made by Commissioner Kane; seconded by
Commissioner Curtis. Vote 4-0. (Commissioner McMahonill and Ramsey arrived late)**

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications

4. Approval of minutes for May 8, 2002 regular meeting

**Motion to approve the minutes from the May 8, 2002 regular meeting was made by
Commissioner Hill; seconded by Commissioner Kane. Vote 4-0. (Commissioner
McMahonill and Ramsey arrived late)**

5. Officer's report

The report stated that the TARA office will present the report to Council on utilization of
City's bandwidth capacity by Austin Music Network for video streaming at the July or
August meeting.

There was no progress to report on the Residential Survey.

The 11th Annual CTCNet Conference is being held in Austin for the first time.
It starts with 4 pre-conference workshops on Thursday, June 13th, followed by panels and
speeches Friday, June 14th - Sunday, June 16th.

The City of Austin has been working closely with the CTCNet conference staff and several
local organizations, including Austin Free-Net, the Capital Area Training Foundation, and
American Youthworks, to help make the conference a success.

Terry Dyke of the TARA staff prepared a video presentation that will showcase some Austin
and Texas community technology projects.

For more details about the event, you can go to <http://www.ctcnet.org> and click on the
National Conference 2002 link.

6. Capital Area Training Foundation (CATF) update (Hannah Gourgey) (5 minutes)

Hannah Gourgey, Managing Director of CATF Community Technology Training Center, reported that they still working on their strategic plan. The plan objectives include streamlining overhead to increase percentage of funding allocated to equipment, training and tech support. Decrease reliance of public sector funding to 60% of overall budget.

In their strategic partnerships their objective is to develop memorandums of understanding with key partners to share resources in and through the center, Austin Independent School District (AISD), Community-based Organizations, Educational Institutions. Create a Business Advisory Committee with the assistance of Austin Idea Network consisting of key industry representatives.

In changing the program model their objective will be to obtain volunteer, in-kind, financial corporate support for Reagan, Travis, and satellite CTTCs. Identify sources of revenue generation compatible with mission and school interests.

In their marketing and outreach efforts their object will be to create and execute a comprehensive marketing plan to increase number served by 25% per year. They will do this by advertising and PSAs, referral processes with CBOs, outreach to agencies and community centers, community events and public relations campaigns.

In delivery of their computer literacy, workforce, entrepreneurship their objectives will be to modify existing curriculum to include more specific projects related to soft skills training including but not limited to business communications, interviewing skills, team-building and problem solving. They will work with WorkSource to achieve satellite workforce center status if appropriate for the organization and work with industry professionals to increase volunteer support and delivery of stand alone professional development seminars areas considered of high interest to clients such as resume writing, job search skill and networking.

Their service delivery objectives for effective IT application in schools are: to create curriculum designed for satellite CTTC classes in Mendez, Bedicheck, Pearse, Webb and Dobie schools, to create programs and partner with schools and community based organizations to increase high school student and teachers activity in computer labs, to work with partner organizations to develop consistent referral processes for workforce development and adult basic education services, and include plans for shared service delivery at existing sites.

7. Discussion and possible action of the following:

South by Southwest (SXSW) 2003

Commissioner McMahill presented a draft letter that the Commission plans to mail to potential panelists, after they have been spoken with, to invite them to set on a panel at SXSW 2003. This panel will focus on the digital broadband economy in Central Texas and the Southwest region of the United States. She stated that the Commission has gotten the go ahead from Hugh Forest with SXSW for the Commission to proceed.

Commissioner McMahon stated that she and Jim Butler would make a list and start inviting people by phone in hopes that they will take a pass to SXSW in exchange for air fair because the Commission has no budget.

Commissioner Pool asked that at a future meeting that Mr. Forest could come speak with the Commission.

8. Standing items:

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

Commissioner Pool stated that the GTOPs 2002 press release was held at the Grandma Camacho Activity Center today were Mayor Pro Tem Goodman announced the awardees for the grants. There were also some current awardees and past awardees that set up booths with displays of how their grant money was used and a show and tell presentation of past awardees by Sheena Harden.

Commissioner Ramsey stated that there will be a link on the Commission website for the press release.

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

Commissioner Kane stated that Jim Butler continues to work with the task force and is a great resource in this effort. He stated that the task force originally started a year ago but sending a survey to the community to assess the need for a community technology center, which would include access to computer and the Internet, film, and audio/radio. Currently the task force has to find out what kind of needs existing organizations have. Now that they have received most of the responses back as a base, they can figure out what to propose as a master plan for helping those groups fulfill their missions while being realistic about the state of the City's budget. Originally they hoped to get some funding from the City but from what they have been hearing, it is highly unlikely that there will be funding available in the upcoming budget year. In the short term we are focusing on how this Commission and possibly the City staff can do things that don't require City funding such as acting as a clearing house for resources available or acting as a coordinator to make sure that training facilities are not being duplicated.

c. Downtown Commission report (Curtis)

Commissioner Curtis had nothing to report at this time.

d. Music Commission report (Curtis)

Commissioner Curter stated that there has not been any movement on the disable level item.

The Austin Music Network is moving into the Signature Building at Mueller Airport. Their next step is getting fiber, after which they can move master control from Threadgill's.

e. Commission information items:

Web address

Commissioner Ramsey stated the Commission's web address for channel 6 to post on the televised screen. He also stated that this address is where the community can go to see the activities that the Telecommunications Commission is working on for the City.

f. Council Committee for Telecommunications Infrastructure report (Pool)

Commissioner Pool had nothing to report at this time.

9. Future agenda items

There will be no meeting of this Commission in the month of July.

For action – regular meeting scheduled for August 14, 2002

- Presentation on Servants Quarters Project (Charles Mott) (10 minutes)
- SXSU update

10. Adjournment

The meeting was adjourned at 8:20 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – AUGUST 14, 2002
<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, Wendell Ramsey, and Deborah Hill.
Commissioner Rosemary McMahill had an excused absence.
Commissioner Matthew Curtis was absent.
City of Austin staff in attendance was Rondella Hawkins & Jane Reina.

2. Adoption of agenda

Motion adopt the agenda was made by Commissioner Hill; seconded by Commissioner Ramsey. Vote 3-0. (McMahill and Curtis absent)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for June 12, 2002 regular meeting.

Motion to approve the minutes from the June 12, 2002 regular meeting was made by Commissioner Ramsey; seconded by Commissioner Hill. Vote 3-0. (McMahill and Curtis absent)

5. Presentation on Servants Quarters Project (Charles Mott) (10 minutes)

Charles Patrick Mott, Servants Quarters Project Founder stated in his presentation that the Servants Quarters Project Charitable Trust is organized exclusively for charitable, scientific, and educational purposes. More specifically to provide services to individuals with physical, social, educational, or economic obstacles that have prevented them from obtaining independence from social programs and achieving a viable quality of life. The services will be geared toward providing training and offering support services in helping individuals within the above categories in achieving their goals of obtaining and keeping gainful employment in one of the many facets of the entertainment industry. The Servants Quarters Project Charitable Trust also helps to support stay at home employment opportunities for the disadvantaged from all walks of life.

For more information on the Servants Quarter Project you can go to
www.servantsquartersprojectcharitabletrust.org

6. Officer's report

Rondella Hawkins, Telecommunications & Regulatory Affairs Officers stated that motion passed at the Council Committee for Telecommunications Infrastructure meeting in July for a six month pilot project that allows Austin Music Network (AMN) to use City of Austin (COA) bandwidth for Internet video streaming.

The technical concept for this pilot project is to design a very basic, low cost Internet video streaming service for AMN that utilizes idle COA Internet bandwidth without impacting normal Internet service levels which is Monday – Friday 8:00 PM – 6:00 AM and Saturday – Sunday 12:00 AM – 12:00 PM.

The equipment cost is being covered by Grande Communications.

Ms. Hawkins also stated that the TeleCommunity Resource Center and the Association for Community Networking will hold its Fifth National Community Network Conference in Austin. It will be held December 8th, 9th & 10th, 2002 at the Hyatt Hotel, Austin, Texas.

Mayor Pro Tem Jackie Goodman has agreed to speak that evening at 6:00 p.m. as part of the 5th Annual Cybercity Social, which will also be the official evening event for the conference that night.

For more information on this conference please go to www.tcrc.net/conference/122002/default.asp

Ms. Hawkins also stated that for the COA 2002-2003 year budget that GTOPs and Capital Area Training Foundation have been funded.

7. Discussion and possible action of the following:

a. SXSW update (McMahill)

Postponed till the September regular meeting

b. Name change for the Austin Telecommunications Commission and the Council Committee for Telecommunications Infrastructure

Commissioner Ramsey suggested the Austin Community Technology Commission or the Austin Technology Initiative Commission.

It was stated that Commissioner McMahill suggested Austin Broadband Commission.

8. Standing items:

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

In a memo from Sheena Harden she reported: The 2001 grants are drawing to a close. Hispanic-Connect and The Austin Project have extended their contracts through the end of September in order to complete their programs and final reports. The last project to finish will be Community Web, in October.

Excellent news for 2002 GTOPs recipient River City Youth Foundation, who through the efforts of myself and Jim Butler, will be receiving an in kind donation of all the software they need to complete the expansion and upgrade of their computer lab! River City was given a partial grant and Microsoft's generosity will fill the gap. The other 2002 awardees continue to get their 'ducks in a row' in providing staff with Certificates

of Insurance and other requested documentation. Texas New Media is the first to submit an invoice in the new grant year.

The 2002 GTOPs review board were honored with Distinguished Service Awards at the City Council meeting held on July 18th. Mayor Gus Garcia handed out the certificates. Chip Rosenthal of the review board said a few words to summarize the grant and its importance to the community. Representatives from the Housing Authority of the City of Austin and River City Youth Foundation were in attendance.

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

No report was given.

c. Downtown Commission report (Curtis)

No report was given.

d. Music Commission report (Curtis)

No report was given

e. Commission information items:

Web address

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

f. Council Committee for Telecommunications Infrastructure report (Pool)

No report was given.

9. Future agenda items

For action – regular meeting scheduled for 9/11/02

?? Review the 2001-2002 Telecommunications Commission Workplan

?? SXSX 2003 update

10. Adjournment

The meeting was adjourned at 8:30 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – SEPTEMBER 18, 2002
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order

Commissioner Chair Leslie Pool called the meeting to order at 7:35 p.m.
Commissioners in attendance were Leslie Pool, Wendell Ramsey, Deborah Hill, and Adrian Pineda.

Commissioner Matthew Curtis was absent.

City of Austin staff in attendance was Jane Reina and Sheena Harden

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Hill; seconded by Commissioner Pool. 2-0 (Commissioner Ramsey arrived late. Commissioner Curtis absent. Commissioner Pineda not sworn in.)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications

4. Approval of minutes for August 14, 2002 regular meeting

Motion to approve the minutes as written was made by Commissioner Hill; seconded by Commissioner Pool. 2-0 (Commissioner Ramsey arrived late. Commissioner Curtis absent. Commissioner Pineda not sworn in.)

5. Officer's report

Jane Reina, Austin Telecommunications Commission Liaison, reported that there has been no progress on the Residential Survey update.

Ms. Reina also reported that although we have funding approved for Capital Area Training Foundation (CATF) their contract renewal options have expired. We will be going to Council for approval of three (3) twelve (12) month extension options with Capital Area Training Foundation contract to provide community technology training center services.

A memo from Jim Butler, Interactive Industries Development Manager, reported that he has been working to try to find good panelists for the Commission's South by Southwest (SXSW) panel.

He stated that the folks that he has been specifically working on are those who work on economic development related to the tech and digital entertainment industries in Los Angeles, Seattle, San Francisco, New York City, Amsterdam, and the state of Victoria in Australia.

Part of the criteria for whether they will be chosen is their specific work experience and whether they need funding to be able to attend.

The panel will be 3 or 4 people, including a moderator, and it is tentatively set for 3:30 p.m.-5:00 p.m. on Tuesday, March 11, 2003 and will be at the Austin Convention Center.

The topic of the panel would be something like "Why Regions Flourish."

Hugh Forrest, who heads up SXSW Interactive, is OK with the topic and time of the panel.

Jim stated that he has also spoken with Richard Florida, a professor of regional economic development at Carnegie Mellon University, who has recently written a book entitled "The Rise of the Creative Class." He is a recognized expert in regional economic development, and his book concludes that regions will be more successful in economic development if their creative class is allowed to flourish. Mr. Florida is willing to be part of the panel.

6. Discussion and possible action of the following:

- a. Review 2001-2002 Workplan.

This item was postponed till the December meeting.

- b. Officer nominations for October vote.

Motion to postponed the discussion on Officer nominations till the October meeting was made by Commissioner Hill; seconded by Commissioner Ramsey. Vote 3-0. Commissioner Curtis absent. Commissioner Pineda not sworn in.

This item was postponed till the October meeting for a November vote.

7. Standing items:

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

Sheena Harden, Research Analyst with the Office of Telecommunications & Regulatory Affairs, reported that all 2002 GTOPs awardees contacts have been signed and approved and we have our first batch of invoices in and being processed. The status on the 2001 GTOPs are as follows:

Community Web contract extended till end of October.

Hispanic Connect contract was over in June but staff is revisiting the contract to see if it needs to be extended.

Any Baby Can's contract is pending some additional paper work to close their contract.

Sweet Home Missionary Baptist Church is working on submitting additional documentation required for their final invoice.

Sheena also announced that Computers of Learning is having their kick off the first week of October and she will inform the Commission of that date at a later time.

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

Postponed till the next meeting.

- c. Downtown Commission report. (Curtis)

Postponed till the next meeting.

- d. Music Commission report. (Curtis)

Postponed till the next meeting.

- e. Commission information items:

Web address

Commissioner Ramsey stated the Commission's web address for channel 6 to post on the televised screen. He stated that the Commission welcomes the public's visitation to the site as well as additional questions, input on items the Commission is working on and recommendations.

- f. Council Committee for Telecommunications Infrastructure report. (Pool)

Commissioner Pool stated that she would be attending the Council Committee scheduled for September 25th and report on the Commission's activities.

8. Future agenda items

For action – regular meeting scheduled for October 9, 2002.

Discuss December retreat date and location.

Discuss Officer nominations for November vote.

For action – regular meeting scheduled for November 13, 2002

Election of Officers

Review 2001-02 Workplan

9. Adjournment

The meeting was adjourned at 8:00 p.m.

AUSTIN TELECOMMUNICATIONS COMMISSION
REGULAR MEETING – OCTOBER 16, 2002
<http://www.ci.austin.tx.us/telcommission/>

MINUTES

1. Call to order

Commissioner Vice Chair Wendell Ramsey called the meeting to order at 7:40 p.m. Commissioners in attendance were Wendell Ramsey, Deborah Hill, and Adrian Pineda. Commissioner Leslie Pool and Matthew Curtis were given an excused absence. City of Austin staff in attendance was Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Hill; seconded by Commissioner Pineda. Vote 3-0. (Commissioners Pool and Curtis, excused absence)

3. Citizen communications (3 minutes to speak)

No one signed up for citizen communications.

4. Approval of minutes for September 18, 2002 regular meeting

Motion to approve the minutes from the September 18, 2002 regular meeting as written was made by Commissioner Hill; seconded by Commissioner Pineda. Vote 3-0. (Commissioners Pool and Curtis, excused absence)

5. Community Technology Training Center (CTTC) Update (Hannah Gourgey) (5 minutes)

Hannah Gourgey, Managing Director of the Community Technology Training Center's for the Capital Area Training Foundation, reported on the Centers accomplishment for this year. She stated that CTTC has served almost 800 new clients, taught over 2,000 hours of formal classes and increased diversity of population served. Nearly half who have come to the center that were unemployed have gotten jobs. A quarter of those with jobs have gotten raises or promotions. Parents can now help their children with homework on the computer and small business owners have improved their marketing, and business efficiency. She also stated that they launched a program at Mendez Middle School this fall, teacher training at Reagan High School, professional development stand alone seminars taught by volunteers in resume writing, career paths, interviewing skills and financial management. They have also partnered with Austin CDC, State Farm Insurance and Dell Computer Corp for technical assistance from small business owners.

Hannah stated that since she presented CTTC's strategic plan to the Commission nine months ago that one of their major goals was to diversify their funding sources. They have now gone from \$30,000 to \$180,000 in private foundation funding in one year.

6. Officer's report

Jane Reina, Austin Telecommunications Commission Liaison, reported that there has been no progress on the Residential Survey and South by Southwest 2003.

She also reported that the Mayor has requested that a Board and Commission report be scheduled at each weekly Council Worksession to allow them to present their annual report.

In order to prepare a schedule for the presentations, Sheree Bailey, Executive Assistant with the City Manager's Office would like to know if there is interest in doing a presentation, and if so which month would this commission prefer to do it. She stated that they would then take that list and work with the Mayor's office over the next few weeks to work out a schedule.

Sheree has provided a template that they are asking the commission to use to draft the presentation, which follows the format for the annual report. This would not be due to until a week or so before the presentation.

Sheree would like to hear back from the Commission by October 25th or sooner if possible.

There was no response from the Commission.

7. Discussion and possible action of the following:

a. Officer nominations for November vote.

Commissioner Hill nominated Commissioner Wendell Ramsey for Chair of the Austin Telecommunications Commission (ATC).

Commissioner Ramsey nominated Commissioner Leslie Pool for Vice Chair of the ATC and Commissioner Matthew Curtis for Parliamentarian of the ATC.

b. Discuss December retreat date and location.

Jane Reina informed the Commission that they have available to them Room 304 at City Hall on December 11th from 5:30 to 9:30 p.m. for there Workplan Retreat, if needed.

The Commission felt that since they are reviewing the current workplan at their November regular meeting that they would be able to form the new workplan in 3 hours.

It will be put to a vote at the November regular meeting to have the retreat from 6:30 to 9:30 p.m. in Room 304 at City Hall on December 11th unless someone comes up with something different.

- c. Discuss Commission meeting schedule for 2003.

Action was not taken on this item but the consensus from the Commission was for the new years schedule to stay the 2nd Wednesday each month.

8. Standing items:

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

In a memo from Sheena Harden, Research Analyst with the Office of Telecommunications & Regulatory Affairs, she reported that the outstanding issues regarding Hispanic-Connect have been resolved and their final invoice paid. All of the 2003 GTOPs recipients are on track and submitting invoices.

Computers for Learning has announced its Learning Link@ Mendez Middle School Program and will have a kick off celebration & press conference Thursday, October 17th at 10:00 am at Mendez. For more information call 438-2173 or visit computers-for-learning.org.

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

Postponed till next meeting.

- c. Downtown Commission report (Curtis)

Postponed till next meeting.

- d. Music Commission report (Curtis)

Postponed till next meeting.

- e. Commission information items:

Web address

Commissioner Ramsey stated the Commission's web address for channel 6 to post on the televised screen. He stated that the Commission welcomes the public's visitation to the site as well as additional questions, input on items the Commission is working on and recommendations.

- f. Council Committee for Telecommunications Infrastructure report (Pool)

Postponed till next meeting.

9. Future agenda items

For action – regular meeting scheduled for November 13, 2002.

?? Election of Officers

?? Review 2001-2002 Workplan

?? Confirm time and location of December retreat

10. Adjournment

The meeting was adjourned at 8:15 p.m.

**AUSTIN TELECOMMUNICATIONS COMMISSION
RETREAT – WEDNESDAY - DECEMBER 11, 2002
<http://www.ci.austin.tx.us/telcommission/>**

MINUTES

1. Call to order.

Commissioner Vice Chair Wendell Ramsey called the meeting to order at 6:45 p.m. Commissioners in attendance were Wendell Ramsey, Deborah Hill, Adrian Pineda, Leslie Pool, Matthew Curtis and Chip Rosenthal. City of Austin staff in attendance was Rondella Hawkins and Jane Reina.

2. Adoption of agenda

Motion to adopt the agenda was made by Commissioner Hill; seconded by Commissioner Pineda. Vote 4-0. (Commissioners Pool and Curtis arrived after item 3.c)

3. Election of Officers

a. Chair

At the October 16, 2002 regular Austin Telecommunications Commission (ATC) meeting Commissioner Hill nominated Commissioner Wendell Ramsey for Chair of the ATC.

Commissioner Ramsey recommended that the Commission take a straight vote for all those in favor of the three candidates as presented at the October 16, 2002 regular meeting. Vote 4-0. (Commissioners Pool and Curtis arrived after item 3.c)

b. Vice Chair

At the October 16, 2002 regular ATC meeting Commissioner Ramsey nominated Commissioner Leslie Pool for Vice Chair of the ATC.

Commissioner Ramsey recommended that the Commission take a straight vote for all those in favor of the three candidates as presented at the October 16, 2002 regular meeting. Vote 4-0. (Commissioners Pool and Curtis arrived after item 3.c)

c. Parliamentarian

At the October 16, 2002 regular ATC meeting Commissioner Ramsey nominated Commissioner Matthew Curtis for Parliamentarian of the ATC.

Commissioner Ramsey recommended that the Commission take a straight vote for all those in favor of the three candidates as presented at the October 16, 2002 regular meeting. Vote 4-0. (Commissioners Pool and Curtis arrived after item 3.c)

4. Develop the Austin Telecommunications Commission Workplan for FY 2002-2003.

A consensus from the Commission was to adopt the workplan as discussed and vote on it at the January 8, 2003 meeting. The 2002-2003 ATC workplan was **drafted** as:

1. Continue to enhance and increase our multimedia development efforts by working to identify workforce and education partnerships and also working to expand economic development resources. Support partnership building efforts between the public and private sectors in the industry areas of technology, entertainment, broadband, and digital entertainment.
 - a. Continue to help local interactive, music, film and digital entertainment companies and community media and community technology groups by increasing their visibility at major events. Continue to work with events that build new private and public sector partners that will enhance the economic and community impact on Austin.
 - b. Resource mapping – work with community groups and city staff.
 - c. Monitor technology-based economic development initiatives: request period updates from City staff and make recommendations to Council.
 2. Budget recommendations for FY 2002-03
 - a. Receive status reports on projects funded.
 - b. Share information received with others.
 3. Ensure that City of Austin planning includes planning for bandwidth, access and telecommunications services for all of Austin. Explore new opportunities arising from streaming media and open spectrum wireless technology.
 4. Continue efforts to enhance community networks and community technology centers. Assess existing GTOPs program and review ways to sustain.
 5. Develop networking relationships with other boards/commissions and groups, city-wide and statewide.
5. Future agenda items

A consensus from the Commission was not to have a meeting in the month of August 2003 and to designate the month of December 2003 for the month to have the workplan retreat.

For action at the January 8, 2003 regular meeting.

- ?? ATC Workplan FY 2002-03
- ?? Review of ATC Workplan FY 2001-02
- ?? GTOPs update

6. Adjournment

The meeting was adjourned at 7:45 p.m.