

Telecommunications Advisory Board
Meeting Notes: February 9th, 2015 at 6:30 p.m.

Board Members:

Present: Ed Ebenbach, Chairman, Kurt Krause, Member, and Keith Peters, Member

Absent: None

Quorum: Yes

Others Present:

Supervisor Liaison: Ryan Manion

Township Manager: Stephanie Mason

Special Project Coordinator: Sam Bryant

Guest: Thomas K. Phillips

Proceedings:

- Meeting called to order at 6:30 p.m. By Mr. Ebenbach
- Mr. Ebenbach welcomed guest Mr. Thomas Phillips
- Mr. Phillips explained some of his background and ideas concerning programming. He also engaged with the other attendees in discussing possible additional outlets for DTV (i.e. hospital, YMCA). He remained for the duration of the committee meeting.
- **Review and approve minutes** from 1/12/15 tab meeting – On motion by Mr. Krause, and seconded by Mr. Peters, the TAB minutes were approved unanimously.
- Mr. Ebenbach reviewed the **presentation** he made to the Board of Supervisors at their February 3rd, 2105 meeting. The presentation contained a review of 2014 TAB accomplishments and a summary of the 2015 TAB Objectives.
- **Programming**
 - **Scheduling** – Mr. Bryant reviewed with the members the scheduling changes previously discussed. Everyone agreed that weekends and weekdays should be scheduled similarly to assist in maintaining a consistent time viewers may expect certain programming.
 - **Bike-Hike videos** – pending interviews, a tour of the various sites, and the desirability of visuals, such as a map of the system, were discussed. This is an on-going project. Mr. Bryant showed his Trail Awareness Days video program. The program was approved with minor modification.
 - **CBRAT** – Mr. Ebenbach showed the video of the January CBRAT meeting at the Senior Center which featured a new format. It also presented a new audio technical challenge. The attendees commented in concurrence with Mr. Ebenbach's concerns.

- **Traffic Videos** – The committee shoot of the “Who we are” series has been rescheduled from a December 2014 shoot date to February 26.
 - **Police Videos** – the segment on starting a community patrol, based on the presentation made to the Board of Supervisors, is currently being aired. Additional segments, such as a “Who we are” program, are currently being explored.
 - **EAC activity** – Mr. Bryant reported that he obtained new programs from outside sources and that he intends to review these with the EAC chairman prior to offering them for potential airing. Mr. Peters explained the editing challenges (narration) needed to complete the 2014 Bird Walk video. Mr. Peters will produce a 2015 Bird Walk Event Ad using the bird photos provided by a friend of the EAC Chairman.
 - **Moments in Time videos** – this item remains pending.
 - **General videos, Historical society** – Mr. Ebenbach hopes to re-establish contact during February.
 - **Current Video metric** – the spreadsheet shows a program metric of nearly 65%, an increase from the nearly 51% in December 2014. The increased programming is attributed to longer Board of Supervisor (BOS) meetings that included numerous committee presentations at the last BOS meeting.
- **Major Projects/Spending**
 - **Nexus repair** – Mr. Krause reported on the successful repair, return, and re-integration of the Nexus unit from Leightronix. The attendees said that they were impressed by committee's capability to continue airing the slides in an uninterrupted format while the crucial piece of equipment was out for repair.
 - **Emergency Communication** – further work, as mentioned by Mr. Ebenbach during his presentation to the BOS, is on-going in this area.
 - **Microphone/Accessory purchase** – given some of the issues including those that were demonstrated by the CBRAT taping, Mr. Ebenbach proposed that additional equipment be purchased. A motion to authorize the purchase of two additional microphones, microphone acoustic isolation mounts, and an audio mixer, in the amount of approximately \$900, was made by Mr. Krause and seconded by Mr. Peters. This motion was unanimously approved.
 - **Social Media footprint expansion** – a discussion of the current types of efforts employed by the Township to reach the residents was held. This was graphically displayed by a box visual. A review of the efforts of neighboring communities was

compared to the Township's performance. This comparison was numerically displayed on a spreadsheet prepared by Mr. Bryant. The propriety of the effort needed to replicate the functionality of the Ready PA text feature was examined. The attendees discussed the text capability for non-emergency communications. A number of attendees thought that this effort may be duplicative of other modes of social media the Township currently employs. The attendees recommended continuing use of the Ready PA functionality at the present time coupled with an ongoing examination of the entire subject.

- **Comcast Renewal update** – Mr. Ebenbach reported that progress is continuing on the negotiations and this item may be closing in on completion.
- **Operational Issues/Control Room**
 - **SuperTAB** – Mr. Ebenbach discussed the possibility that the current setup, during which many applications are simultaneously in use, may have overtaxed the existing computer. One possible solution is to see if any of these applications can be “off-loaded” onto one of our other computers so there is less congestion on one computer while retaining access to multiple programs.
 - **DTV Audio level** – Mr. Ebenbach reported that the audio accompanying video playbacks is now OK, but that additional work is needed to get the music that accompanies the slides to the proper level. Mr. Krause also noted the possibility of compressing of the audio signal to reduce the variability of extremely loud or soft sections. The subject of broadcasting in stereo was also raised without resolution.
 - **DVD operation** – Mr. Ebenbach discussed the challenges of using the DVD player to air the copy-protected program “Anonymous People”. Following the meeting, there will be an examination of the set-up to see if this can be solved.
- **Adjournment** – on a Motion made by Mr. Ebenbach and seconded by Mr. Krause, the meeting adjourned at 8:30 p.m.

Minutes respectfully submitted by Keith Peters