

Telecommunications Advisory Board
Meeting Notes: ~~July~~Ma 13th, 2015 at 6:30 p.m.

Board Members:

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

Absent: Kurt Krause, Member

Quorum: Yes

Others Present:

Supervisor Liason: Ryan Manion

Township Manager: Stephanie Mason

Special Projects Coordinator: Autumn Canfield

Press Representative: Peg Quann, The Intelligencer

Proceedings:

- **Meeting** called to order at 6:36 p.m. by Mr. Ebenbach
- **Review and approve minutes** from 6/8/15 TAB meeting – approved unanimously
- **Nexus Training** 5:45 pm to 6:30 pm – by Mr. Ebenbach for Mr. Peters and Ms. Canfield.
- **Comcast Franchise Renewal Update**
 - Mr. Ebenbach reported that the agreement is currently being reviewed by township counsel. He hopes the agreement ~~should~~will be ready for TAB to recommend it's acceptance to the Board of Supervisors at their August 18 meeting.
- **New Board Member** – deferred pending receipt of application(s)
- **Programming Projects**
 - **Bike-Hike Trail Project** – deferred pending Ms. Amelia Krause's attendance
 - **EAC videos**
 - Mr. Peters will obtain the “Water Blues” DVD from the BCCD due to the current file not playing audio in Nexus schedule. Mr. Peters states there is no “Loon” video as he merely burned the image to DVD for the EAC chairman to use as the EAC chairman saw fit. Mr. Peters has the 2014 Bird Walk edited and ready for airing.
 - **Other Projects/Issues**
 - Ms. Canfield reported that she is still working on some possible video content left by the previous Special Projects Coordinator including but not limited to a Bat video.
 - Ms. Canfield requested DVDs (3 each) of the Traffic Committee and Neighborhood Watch shows for submission to PSATS. Mr. Peters will attempt to have the 2015 Bird Walk edited in time for submission as well.
 - **New programming initiatives/suppliers**

- Mr. Ebenbach reviewed his previous report regarding three individuals that expressed interest in what the Township is doing on DTV. He and Ms. Mason met with two of those individuals. At this point, the discussions are preliminary and no immediate action is warranted. Both he and Ms. Mason provided further details regarding those meetings.
- Mr. Peters reported that he had begun contact with another production company but there is nothing to report at this time.
- **General Videos – Historical Society**
 - Mr. Peters reported he has spoken on the phone and followed with an email for Fletcher Walls at the Doylestown Historical Society. He reports Mr. Walls will be speaking with the Society President, Mr. Abramson, regarding the interest in airing additional video programs from the Historical Society
- **Current Video Content Metric**
 - Mr. Ebenbach explained that the printout shows that the airing of actual video content DTV continues to increase, with it's percentage growing to the current weekly average of 71.5% of the available hours. The percentage fluctuates depending on programming changes (e.g. the length of the Board of Supervisor meetings) and as other programs enter or leave the schedule.
- **Operational Issues/Control Room**
 - **Encoder Issue**
 - Mr. Ebenbach reported that three past streaming files remain truncated, but that all files going forward are ok.
 - **Computer rationalization/upgrade** – deferred
 - **Audio Equipment needed for remote shoots** – deferred
 - **Reinstall RAID** – deferred
- **Other Projects/Spending**
 - **Emergency Communication** – a follow-up meeting is being scheduled for 7/23.
 - **YTD Spending** - Mr. Ebenbach reports there has been no new spending since March 2015
- **Social Media Footprint Expansion**
 - The relative position of the township compared to other municipalities remains constant.
 - Ms. Canfield suggested simplifying the report to include fewer municipalities that may be more relevant to measuring the Township's comparative performance.
- **Adjournment** – on a Motion made by Mr. Peters and seconded by Mr. Ebenbach, the meeting adjourned at 7:32 p.m.

Meeting Notes respectfully submitted by Keith Peters