

Telecommunications Advisory Board (TAB)
Meeting Notes: January 8, 2018

Board of Supervisor Members:

Members Present: Ed Ebenbach, Chairman, David Laustsen, Kurt Krause, and Keith Peters

Quorum: Yes

At Large members: Jean Laustsen
Officer Jessica Whiteside

Staff Representation: Township Manager: Stephanie Mason

Proceedings

- **Meeting** - Called to order at 6:30 P.M. by Mr. Ebenbach.
- **Reorganization** – Mr. Ebenbach passed the gavel to Ms. Mason for the reorganization process. Nominations were opened for Chairman. Mr. Krause nominated Mr. Ebenbach, seconded by Mr. Peters. Mr. Ebenbach was unanimously elected as Chairman for TAB for 2018. Nominations were opened for Vice Chairman. Mr. Krause nominated Mr. Peters, seconded by Mr. Ebenbach. Mr. Peters was unanimously elected as Vice Chairman for TAB for 2018.
- **Review and Approve Minutes** - The minutes from the December 11th, 2017 meetings, prepared by Mr. Krause, were approved unanimously upon a motion made by Mr. Peters and seconded by Mr. Laustsen.
- **DTV Current Status** – Mr. Ebenbach reported that moving and reinstalling the DTV equipment into the temporary trailers, including the ceiling cameras, is finished. Only a few non-critical storage bins remain from the move. A couple items still need to be completed, such as mounting the projector once it is repaired. In addition, Mr. Peters reported the search for table clips to hold the table skirts is not finished. Mr. Ebenbach will remove this as a regular agenda item.
- **Emergency Messaging Study** – Discussion is pended until a meeting which will be held soon. Officer Whiteside reported that each squad has a person on it now that has the capability of posting to the Police Department’s Crimewatch site, an improvement over previously only having one person able to post. The meeting referenced above will work on developing the operating rules and policy.
- **2017 Accomplishments and 2018 Goals** - Mr. Ebenbach reported that he has been asked to give a report to the Board of Supervisors at their 2/6/18 meeting as part of the annual Board and Commission reports. The TAB group then discussed and agreed on their 2017 accomplishments (versus 2017’s goals), and identified goals for 2018.
- **DTV Programming/Programming Projects**
 - Current Video Content Metric** – Mr. Ebenbach distributed this month’s spreadsheet that showed a 10.3% decrease in Video Content from last month to 70.3%, due entirely to a decrease in the length of the Board of Supervisors meeting broadcasts. Mr. Peters offered to add the approximate age and running time to TAB’s video Library Inventory spreadsheet. This information may help TAB to approach other township groups to discuss finding new content. It would help us to demonstrate for each group the amount, duration/length, and the advanced age of some of their respective inventory. With this month’s figures, the average for 2017 is 78%, which continues strong video content. The worry for the future however is that there is not much fresh content in the pipeline.
 - Building Project Video** – The video is up and running. The tally counter for the web version reports over 400 views, which makes it our most viewed video on the township YouTube page. Mr. Ebenbach noted that a Facebook “boost” added to this popularity and Mr. Peters recalled the rapid increase in views once this was also shared by the township Police department.
 - CAP Video** – Mr. Ebenbach noted this video has been uploaded and will be added to the DTV airing schedule soon. It is currently available on the Township YouTube channel

Doylestown Health DTV Initiative – Ms. Laustsen reported that the Doylestown Health video is being redesigned in cooperation with Mr. Watson, Ms. Long, and Mr. Brexler.

Bicentennial Committee – A brief discussion ensued about removing the Gala Ad and the possibility of recording a new Ad for the Hammerstein session. Mr. Ebenbach noted the Ad has been removed from the rotation and he and Mr. Krause will make sure it is also out of the slide rotation.

Other Video – In addition to the aforementioned Bicentennial Ad, Mr. Peters noted the progress being made on Dr. Tallamy’s 2016 lecture at Del Val and that the EAC is working on a lecture at Del Val scheduled in February. Ms. Mason will make further inquiry concerning the VIA video.

Slides Update – Pending.

Social Media – Ms. Mason presented printouts showing the Townships’ continued slight increases in the social media it utilizes.

- **Time-lapse Project** – The cameras are ready to be installed. The location of the cameras and their power feeds must be finalized. Mr. Ebenbach and Mr. Krause have some ideas that may be useful for the side camera. The head-on camera may be more difficult to affix, power, and connect. Mr. Ebenbach will work this out with Mr. Schea.
- **2017 Budget** – Mr. Ebenbach showed the actual 2017 spending results. As voted on last month, any unspent budget remaining should be moved to savings for additional equipment.
- **New Building Update** – Mr. Peters reported he was pursuing the names of the studio design firms to be shared with the committee. Otherwise, no update this month.
- **Verizon Negotiations** – No update this month.
- **Adjournment** – The meeting was adjourned at 8:28 PM on a motion made by Mr. Peters and seconded by Mr. Laustsen.

Meeting Notes respectfully submitted by Keith Peters