



**Telecommunications Commission
Meeting Minutes**

February 11, 2009 2:30 - 4:30 p.m.

Location: 1818 5th Street, 2nd Floor Main Building

Commissioners Present: Jesse Drew, Jim Frame, Bob Kehr, Zackary O'Donnell, Darrick Servis,
 Commissioners Absent: Amy Slavich, Stephen McMahon
 Staff Present: Rick Guidara, Information Services Manager (Liaison)
 Robert Schulz, Media Services Specialist
 Samantha Wallace, Assistant Community Services Director



Minutes in bold and italics

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- 2:30 PM **1. Welcome – Meeting led by co-chair Bob Kehr**
 - 2:35 PM **2. Approve Agenda -approved by consensus**
 - 2:40 PM **3. Approve Minutes from 1/14/09 – not approved bring back to next meeting**
 - 2:45 PM **4. Commissioner/Staff Announcements – Jim Frame: passed out a DCN proposal for funding (further discussed in 7b); and also indicated he submitted a DCN proposal to the City for reviewing in regards to the DCN special project on the i-net**
 - 3:00 PM **5. Public Comments –none**
 - 3:05 PM **6. Standard Updates**
 - a. I-net (Rick Guidara/Bob Kehr) –***no change***
 - b. Pending City Telecomm Requests (Rick Guidara/Samantha Wallace) – ***discussed the NEWPATH proposal to the City for installing 23 low level cell towers, linked via fiber that could carry several vendors***
 - c. Power Backup for DMA Building –***wording was included in legislatives requests for Yolo County \$ which included the possibility for funding generator power public safety communications***
 - d. Update timelines/plans for Upcoming year:
 - Timeline**
 - June – Assessment Review –
 - July – General needs discussion
 - August – General needs discussion
 - September – General needs discussion
 - October-December: Public Forum on 11/13
 - January/March – Draft Staff report
 - March – Review Budgets/roles develop general direction for Samantha Wallace to start staff report***
 - April – Review Draft Staff report***
 - MAY 19th Staff report reviewed at Council Meeting -***
 - 3:30 PM **7. Discussions:**
 - a. Update timeline (outlined in 6d above).
 - b. Continued discussion of Main Principles of the Cable Franchise Fees use in order to develop criteria for fund allocation recommendations to the City Council
 - i. ***From 2006 commission goals” Review the use of funding and develop plans for best uses and practices”***
 - ii. ***DCN budget request was distributed and discussed. The board wanted to see more details on the DCN budget which will be brought to the next meeting***
 - iii. ***Media Services budget for 9/10 was distributed and***

discussed

- iv. *DMA will bring a budget to the 3/18 meeting after it is approved by their board*

4:30 PM

8. Adjourn

- a. Proposed: Next Meeting: 3/18/09: Location 1818 5th Street.
 - b. Potential topics for Next Meeting
 - i. DCN Budget detail
 - ii. DMA budget/Plans for 2009/10
 - iii. Annual Summary of Comcast complaints
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