



Telecommunications Commission

-----Meeting Minutes from March 18, 2009 2:30 - 4:30 p.m. -----

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

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

Minutes in bold and italics

- 2:30 PM 1. Welcome –
- 2:35 PM 2. Approve Agenda ***-approved by consensus***
- 2:40 PM 3. Approve Minutes
- i. 1/14/09 – ***approved by consensus w/ minor word change***
- ii. 2/11/09 – ***approved by consensus***
- 2:45 PM 4. Commissioner/Staff Announcements – ***none***
- 3:00 PM 5. Public Comments –***none***
- 3:05 PM 6. Standard Updates
- i. I-net (Rick Guidara/Bob Kehr) –***no change***
- ii. Pending City Telecomm Requests (Rick Guidara/Samantha Wallace) – ***nothing new***
- iii. Power Backup for DMA Building – ***nothing new***
- 3:30 PM 7. Discussions:
- a. New Business
- i. Commission members conflict of interest (Guidara) – ***Discussion of financial and procedural Conflicts of Interest as outlined by the City Attorney. Anyone on the commission who receives a salary from, or whose department or organization might receive \$ from the cable franchise fee is in conflict if discussing \$ allocations. This appears to apply directly to DJUSD and DMA staff, and as a remote interest for uncompensated board members of non-profits, which would include DCN board members.***
- ii. Change in Commission process (McMahon/Guidara/All) – ***because of the conflicts described in 7ai above, the commission discussed at great length and redefined its role towards franchise fee allocation:***
1. ***Motion (Jesse): Seconded (Zach) “Do the commission members feel the commission can develop guidelines for the expenditures of the cable franchise fees?” - All in favor Motion PASSED***
2. ***Motion (Bob): Seconded (Zach) “ Recommend the current franchise fee allocation be extended for the upcoming year using the same criteria as last year “***
Yes: Derrick, Jesse, Zach, Bob, Jim, ABS: Steve (due to a possible remote interest from DCN board membership) -- Motion PASSED
- b. Ongoing Business
- i. Presentation on DMA’s board adopted plans (Servis) – ***document not discussed***
- ii. Presentation of DCN budget (Frame) – ***mailed in advance of meeting, no discussion***
- iii. DJUSD’s Summary of PEG funding use – ***not discussed***
- iv. Summary of Comcast Complaints (Wallace/Schulz) – ***referenced handout***
- c. Update timelines/plans for Upcoming year (All) - ***not discussed***
- 4:30 PM 8. Adjourn
- a. Proposed: Next Meeting: 4/18/09: Location 1818 5th Street.
- b. Potential topics for Next Meeting
- i. ***Develop guidelines for use of franchise fees***
- ii. ***Develop timeline for commission activities***
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