

MINUTES OF CABLE TV COMMISSION MEETING
March 1, 2017
CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1

- MEMBERS PRESENT:** Sr. Carol Hoverman (Chair), Mark Dolson (Vice-Chair), Jennifer Tigges, Kathy McMullen, Ron Tigges.
- MEMBERS ABSENT:** Alan Vincent, Pauline Maloney.
- OTHERS PRESENT:** Craig Nowack, City of Dubuque

Hoverman called the meeting to order at 4:01 p.m.

Acceptance of the Agenda

Upon a motion by JTigges, seconded by McMullen, the agenda was approved 5 - 0.

Approval of the Minutes of February 1, 2017

Upon a motion by Dolson, seconded by JTigges, minutes of the February 1, 2017, meeting were approved 5 - 0.

Public Input

There was no public input.

Information Services Storage Server Solution

Nowack informed the Commission that both presenters from the Information Services Department were out sick.

Grant Letters

The Commission discussed the letters received from various grant recipients regarding programming produced in calendar year 2016. Nowack noted that in an exchange of e-mails with a staff member at Jefferson Middle School, he learned that none of the programs produced at the school aired on the school district channel; they were only posted to Youtube. The staff member was not at the school when the grant was requested and had no knowledge of the programming requirements. Nowack explained to the Commission that this has been a problem with various schools and that procedures are now in place to run all school district requests for funding through Mike Cyze. He said he would contact Cyze about Jefferson Middle School programming to see if it could air on the channel.

It was noted that no letter was received from the University of Dubuque. The Commission asked Nowack to send a letter to the grant recipient there to follow up on this matter.

A lengthy discussion followed centered around the future of the PEG channels and the Fund when Mediacom is no longer required to provide PEG capital support. JTigges wondered if the Commission should limit funding requests to a certain amount to be able to extend operation support longer to keep the PEG channels running longer. She also suggested that perhaps the Commission should start working on a plan to make sure that the school district and Loras College are fully aware that the funding will end soon.

Mediacom Cable Report

No one from Mediacom was present to provide a report.

Cable TV Report

Nowack reported that starting today the Cable TV Division will be making monthly tests of the fiber feeds from the Fire Training Facility and Municipal Services Center to ensure that they can originate

live broadcasts from those locations in times of emergency. He noted that an Emergency Operations Center drill in April will most likely include two live press conference rehearsals. He also mentioned that shortly after the February meeting one of the new HD cameras at the Federal Building failed. The manufacturer could not duplicate the error when the camera was sent back for repair, but based on the video of the problem the City provided they have replaced a board and the camera should be back in service on Monday. As the last stage of the HD upgrade there, he plans to recommend replacing the existing projection screen with a 16 x 9 screen. He also provided an update on program production.

Adjournment

Upon a motion by JTigges, seconded by Dolson, the meeting was adjourned at 4:55 p.m.