

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

Present: Heldt, McAlear, McLain, Bozell, Eick – Birmingham
 Maly – Village of Beverly Hills
 Stakhiv – Village of Franklin

Absent: Verdi-Hus – Village of Beverly Hills
 Ettenson – Village of Bingham Farms

Also Present: White – Executive Director
 Currier – Attorney for Cable Board
 Mazurek – Comcast Cable Communications
 Moenck – Franklin Public Library
 Rota and Black – Bloomfield Community Television

McLain called the meeting to order at 7:47 AM in the Birmingham Public Schools' Education & Administration Center, Evergreen Room, 31301 Evergreen Road, Beverly Hills, MI.

AMEND AGENDA

Motion by Heldt, seconded by Bozell to amend the agenda to add one item: 3B. **PEG Grant Request- Derby Middle School.**

Motion passed.

APPROVE MINUTES OF CABLE BOARD MEETING HELD June 15, 2016

Motion by Heldt, seconded by McAlear to approve the minutes of the Regular Cable Board Meeting on June 15, 2016, as presented.

Motion passed.

PEG GRANT REQUEST – FRANKLIN PUBLIC LIBRARY

Mira Stakhiv, Franklin representative, distributed a one (1) page update to the Franklin Public Library Equipment Quote.

Judy Moenck, Board Member of the Franklin Public Library, provided a brief background and emphasized four (4) facts about the library's uniqueness: 1. The library is governed by an elected Board. The six (6) Trustees are elected by the Village residents. The Board operates autonomously and is not a municipal department. There is a hired manager (Executive Director) who conducts the day-to-day operations. 2. The library is funded by a dedicated millage and is independent of the village government. 3. The library is considered a Class 4 Library as designated by the State of Michigan. A Class 4 library is mostly associated with those libraries in small, rural areas and because Franklin only has a little over 3,000 residents the library is included in this category. Because the Library is surrounded by Class 1 libraries, Franklin residents and patrons expect delivery of Class 1-like services. 4. The Library is a member of the Library Network and Moenck detailed the membership advantages.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

Because the library is autonomous and not working with any governmental departments which might be able to help out, it carries the burden and sole responsibility of providing Class 1 services and delivery to the residents and/or patrons.

Moenck continued by updating the Cable Board on the library's major construction project which began in November and is nearing an end. With this expansion and infrastructure improvements, the Library Board would like to concentrate on technology and its availability to its patrons. She outlined the four (4) areas where the funds would be spent: 1. Replace old and obsolete computers used by the public and staff. 2. Upgrade the digital technology and the telephone system. 3. Install audio/visual equipment in the new room for programs and speakers. 4. Add security and safety features which are now expected in public buildings, although the library has never had any incidents.

Stakhiv commented that there had not been any improvements to the library in the last 15 years. Patrons are not only Franklin residents but come from surrounding communities. It has taken five (5) years for the Library Board to get to this point in the addition and renovation and everyone is very excited about the future.

Heldt had questions concerning the update that Stakhiv had distributed this morning. He noted that the amount of the request had increased. Stakhiv pointed out that the original quote was dated January 26, 2016 and commented that all bids are in flux. Heldt's question related to the amount of the grant request in the July 11, 2016 packet which remained the same even though the updated handwritten had increased. Stakhiv explained that she eliminated some items but the grant request remained the same at \$16,232.26.

Motion by Heldt, seconded by McAlear to approve a PEG grant in an amount not to exceed \$16,232.26 to the Franklin Public Library for the technology upgrade to the newly renovated and expanded library.

McLain stated that the Cable Board has never granted monies for telephone support services or PEG funds for security. Stakhiv clarified that security was not part of the grant request, even though it was mentioned in the July 11, 2016 letter. She also added that this was the first time the library had requested Comcast coverage. Regarding the inclusion of the telephone, Stakhiv referred to the Comcast bill included in the packet which listed a charge for "Comcast Digital Voice". McLain explained that what used to be "Cable", which is the BACB's mission, has now expanded to IP which includes internet, and VOIP which is voice over internet. Moenck noted that it is purchased as a "bundle".

Roll Call Vote:
Motion passed (7-0).

McLain asked that the Cable Board be updated as the project moves forward.
Moenck invited the Board to the Ribbon Cutting Ceremony September 10, 4-6 PM.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

PEG GRANT REQUEST – DERBY MIDDLE SCHOOL

Dan Hickmott, teacher and representative for Derby Middle School, stated that after consulting with Greg Black from BCTV who had some recommendations, Hickmott has made some modifications to the previous grant request to purchase audio, video, and broadcasting equipment. He provided a written report that expanded upon: Needs Assessment, Impact Assessment (including Financial Impact), and Budget and Expenses.

Black summarized the suggestions he had given, regarding usage of equipment, audio receivers for microphones and help with communications between the director and the camera crew.

Heldt clarified that the request for \$42,599.98 would be adequate for the school. He also questioned the \$3,000 Maintenance Fund. Heldt expressed his misgivings about granting individual school requests. Knowing that there were other sources of funding available, he was reluctant to finance 100% of the project.

McLain noted that the Board uses the Cable Board Grant policy as a guide and in terms of the breakdown of what the Board does for the full year: 50% of the PEG grants go to the community, 40% go to education, and 10% go to libraries and other entities that qualify.

McAlear, PEG Chairman, inquired if there was any information about how the other middle school in the district aligns with Derby's technology. Hickmott stated that according to Dr. Hoffman, the other school's equipment is similar. Because the equipment is portable it would be housed at Derby but could be shared with Berkshire or BCS. Heldt commented that he had received, in writing, an enthusiastic endorsement from Dr. Hoffman about this specific request.

Stakhiv asked Hickmott several questions regarding the aforementioned funding: what is the breakdown of the school funding and would this include the other middle school and all the elementary schools? Hickmott stated that a recent communication confirmed that the school would be getting a new spread of computers but that was all. The Bond does not allocate any of the money for the Middle Schools.

McAlear was interested in how this would impact the students as they move to the high schools. Hickmott mentioned he runs the newspaper curriculum at Derby and has contacted the new Editor in Chief at Seaholm to find ways to coordinate the two (2) newspaper programs. He is also hoping to integrate some of the broadcasting equipment into the newspaper curriculum.

Motion by McAlear, seconded by Heldt to approve the grant request from Derby Middle School in an amount not to exceed \$35,000 to purchase audio and video equipment.

McLain acknowledged Eick who was pivotal in this request. Eick stated that he was very appreciative of the Cable Board's support and those who researched and provided input.

Roll Call Vote:
Motion Passed (7-0).

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – FRANKLIN-BINGHAM
FIRE DEPARTMENT**

Mira Stakhiv presented this request, explaining that it is an annual grant to cover the Department's internet connectivity through Comcast and Verizon Wireless internet access. The total request for the grant is \$2,278.08 as submitted by Fire Chief Tony Averbuch.

Motion by Stakhiv, seconded by Bozell to approve the grant request from the Franklin-Bingham Farms Fire Department in the amount not to exceed \$2,278.08 to cover the cost for internet access (Comcast and Verizon Wireless) for FY2016-2017, beginning July 1, 2016.

It was requested that White research last year's request and provide the information at next meeting.

Roll Call Vote:
Motion Passed (7-0)

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – FRANKLIN-BINGHAM
FARMS POLICE DEPARTMENT**

Mira Stakhiv presented this request, explaining that it is an annual grant to cover the Department's internet connectivity through Comcast. The total request for the grant is \$1,181.64 and submitted by Chief of Police Daniel Roberts which she believes is in line with last year's.

Motion by Stakhiv, seconded by McAlear to approve the grant request from the Franklin-Bingham Farms Police Department in the amount not to exceed \$1,181.64 to cover the cost of internet access through Comcast for FY2016-2017, beginning July 1, 2016.

Roll Call Vote:
Motion Passed (7-0)

PUBLIC COMMENTS

None

COMMITTEE REPORTS

Cable Action Committee

White reported that there was no meeting in July because it was a holiday week. The next meeting is scheduled for Thursday, August 4, at 5:30 PM, upstairs in the Baldwin Library. The meeting is open to the public.

PEG Committee

McAlear, Chairman, did not have anything to report but there would be a brief PEG meeting following the BACB meeting this morning.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

EXECUTIVE DIRECTOR'S REPORT

White referred to her report dated July 12, 2016. Since her last report she has received three (3) complaints and all three (3) are now resolved and closed. One was submitted by a Franklin resident who was experiencing some problems with receiving her calls on her Comcast phone. Instead they were being routed to Google Voice. The issue was resolved. The second complaint was from a Birmingham resident and submitted through the website. It entailed a low hanging wire belonging to WOW and created a safety hazard. WOW took care of the situation. The third, also from a Birmingham resident who had made several requests to Comcast to bury its line that was draped across the sidewalk, but had been unsuccessful. White contacted the escalation team and the request was completed. McLain commented that the last customer had a heated sidewalk. She thanked Comcast for its quick response to the matter.

The account balances for the MBS, BBCU, and Beverly Hills accounts were provided to the Board. The balance at Beverly Hills is getting very high and she has talked with the Treasurer about the situation. Some of the money has been transferred to the Credit Union so if the Board wants to invest more funds in the account at MBS it can do so.

Since her last report, White has written three (3) checks on behalf of BACB: to Birmingham Bloomfield Credit Union for truck equipment repair, to Bloomfield Sports Shop for the last payment for the BCTV uniforms/ponchos, and to the City of Birmingham for the PEG grant BACB awarded last month. Rota explained that the truck repair was for another truck camera that went down. It was a DAC board which had been replaced from a different camera. It appears that the life-span on those cameras might be around 5-7 years.

White provided a new Cable Board Member Roster which included updated Board Member information as well as the new address for Tim Currier.

If a Board member has any difficulty accessing his or her packet with a username and password, it can be accessed by going to the BACB website, click on "Meeting Schedule/Agenda", and there will be a link to the monthly packet. This is also available to the public. Complaints are not included as they contain personal information. These are handed out at the meetings.

Additional Notes:

A notice was received from the Michigan Public Service Commission stating that effective July 1, 2016 the Commission would be taking and processing complaints from franchise entities, providers, and customers. White will update the BACB website reflecting this new development. McLain gave a brief background on the types of complaints and advised the public of the process for submitting a complaint and noted that all instructions could be found on the Michigan Public Service Commission website or find the link on the Michigan website.

White has tried to keep the Board up-to-date on the issue of the FCC's proposed change to the set-top box rules, ie, customers may not be required to rent their boxes from the cable provider but may obtain them from a different vendor. There are differences of opinions on this issue, as per the example concerning the Comcast's X-1 box which has been very successful and has made customers less likely to cancel their service. This issue is generating debates within the cable industry and among federal and local officials.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

Comcast notified the BACB that certain channels will move from Digital Preferred service to Digital Starter service, effective June 21, 2016: NFL Network, NFL Network HD, TV One and TV One HD. In addition, Centric (channel 174) will no longer be available in the Sports and Entertainment Package, as of July 28, 2016.

PROVIDER RELATED TOPICS

a. Comcast

Kyle Mazurek, Comcast Representative, gave an update on its Leaders and Achievers Scholarship Program in Lansing where Comcast awarded scholarship grants to 108 Michigan high school seniors. This program began in 2001 and about 25,000 students nationwide have benefited. He passed on last week's big announcement of the expansion of Comcast's Internet Essentials program which was designed for low-income families. This new expansion will reach more than 40% of all HUD-assisted households nationwide and will include seniors and vets who are in public housing or receive HUD-assisted housing. He wanted the Board to be aware that the internet speeds will be increasing. This 1G speed will be offered universally in the Detroit area by the latter half of the year and will spread out from there. He will report back to the Board with more precise information. Comcast has a new partnership with Netflix and an Xfinity app is going to be built into the Samsung and Roku Smart TVs. McLain inquired about PEG fees and the consequences if customers did not need boxes. Mazurek explained that there would be a small decrease in revenues. Cloud DVR functionality is on the horizon as is IP Linear Stream which involves streaming a TV channel lineup via the WiFi network to an iPad.

White inquired if the new 1G would require new wiring. Mazurek responded in the negative. Comcast would utilize already existing infrastructure. The extent of the impact on the consumer would be a change of modems. Stakhiv questioned the wiring capabilities in Franklin and suggested Comcast do a survey in the area. White also mentioned Google fiber. Mazurek replied that Comcast's 1G to the home is comparable.

b. AT&T/Uverse/Direct TV

There was no representative present.

c. WOW

There was no representative present.

BAPA/BAMA REPORT

Steve Rota referred to his memo to BACB, dated July 14, 2016, and pointed out the eight (8) completed **BAMA** Programs which were regularly scheduled municipal meetings, Board of Zoning Appeals meeting, Birmingham Advisory Board Meeting, Multi Modal Transportation Board Meeting, the BACB meeting, two (2) Baldwin Public Library Board meetings and a Special Birmingham Commission and Planning Board Workshop Session.

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-two (22) programs were taped. He listed all the programs, including a new series, *Managing the Problems of Daily Living*.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – July 20, 2016

Regarding the **PRODUCER WORKSHOP**, Rota reminded the Board that one-on-one sessions are offered for those who are interested in producing their own show and to those who want to learn how to run the equipment. This change in format seems to be working out better. Residents can contact BCTV at 248-433-7790 to schedule an appointment date and time. There is no fee for those living in one of the four communities.

Rota thanked Greg Black for assisting with the Derby Middle School grant request.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

BOARD COMMENTS

McLain praised the Board for awarding all the grants at this meeting and stated that that's what residents and subscribers expect.

The meeting was adjourned at 8:58 AM.