



**Telecommunications Commission
600 A Street, City Training Room
December 1, 2010**

MINUTES

Commission Members Present: Jim Frame, Bob Kehr, Stephen McMahon, Rob Nickerson, Zackary O'Donnell,

Commission Members Absent: Darrick Servis, Amy Slavich

Staff Present: Kelly Stachowicz, Robert Schulz

Chair O'Donnell called the meeting to order at 2:35 pm.

1. Swearing in of New Member

Rob Nickerson was sworn in and introduced.

2. Approval of the Agenda

Agenda was approved by consensus.

3. Approval of Minutes – September 1, 2010

McMahon moved and O'Donnell seconded the approval of the minutes. Minutes approved unanimously.

4. Commissioner/Staff Announcements

- Stachowicz announced there is still a vacancy for the Alternate position. Encouraged Commissioners to talk to people who might be interested.
- Stachowicz provided update on NewPath/Crown Castle application and outreach. S. Greenwald suggested the Commission could assist with outreach to the community. Staff will share information about public meetings with Commissioners, in case Commissioners want to attend to assist with technology-based questions from the public.

5. Public Comments

None.

6. Election of Chair and Vice Chair

O'Donnell explained that the UC Davis representative may change, so he encourages someone else to be chair.

Frame moved Bob Kehr as Chair. Motion passed unanimously.

Frame moved and Kehr seconded, Rob Nickerson as Vice Chair. Motion passed unanimously.

7. Presentation on UC Davis Academic Technology Services (Paul Verway, UC Davis)

Paul Verway explained the services of Academic Technology Services, including: single/multi camera recordings, remote production truck, TV studio, editing/duplication, webcasting and streaming media, Adobe Presenter/Articulate, audio productions, audio/AV presentation services, illustration and design, digital and image photography, and animation services.

McMahon asked if campus had any use for a cable channel, as the City has access to more channels than currently in use. Verway suggested there could be a conversation with Tom Hines at University Communications and Jan Carmichael in the Office of Research.

Kehr mentioned the possibility of UC Davis could have a show on the education channel in partnership with DJUSD.

McMahon asked if there was cooperation on emergency communications (regarding the TV stations) and O'Donnell suggested coordinating a meeting between City and UC Davis.

8. Report from Commission Subcommittee on Streaming Media Solutions (Servis, McMahon, Frame)

The subcommittee met once since the last meeting and viewed a demonstration project for video archiving for public meetings. Noted that the channels and encoding capabilities exist but do not know whether desirability exists. Servis will look into further.

9. Update on Telecommunications and Media Grant and Designation of Review

Stachowicz explained that grant proposals were due back December 10th. Because of potential conflicts of interest, the Commission would not be reviewing the grants; grant applications would go straight to the City Council with a staff recommendation. O'Donnell and Slavich may review as individuals.

Updates and Administrative Tasks:

- Commission requested that staff make a presentation at the March meeting on the city webpage. Regarding the search function, Schulz suggested the City could invest in a google management system. O'Donnell noted that campus uses such a system.
- McMahon asked if staff could report out at the next meeting on UVerse viewership information.
- It was also suggested that DCN give a presentation at a future meeting regarding its services.
- The meeting was adjourned at 4:30 pm.

Respectfully submitted:

Kelly Stachowicz
Deputy City Manager