

MINUTES
CABLE COMMUNICATIONS COMMISSION
October 21, 2013

PRESENT

Walter DeVille, Mary Ann Kelly and Lyle Smitson

ABSENT

None

CITY STAFF

Lisa Aguilar, City Attorney and Kim Womack, Director of Public Communications

Mr. Smitson called the meeting to order at 6:01 p.m. and verified the necessary quorum.

DISCUSSION AND POSSIBLE ACTION REGARDING ATTENDANCE POLICY

Ms. Womack explained the policy of only having 25 percent unexcused absences. Discussion occurred and the board decided to evaluate on a case by case basis.

CONSIDERATION FOR EXCUSED ABSENCES

Mr. DeVille was absent for the September meeting due to a conflicting meeting and noted he called the office. Ms. Kelly motioned to excuse Mr. DeVille's absence with Mr. Smitson seconding; all Commissioners present were in favor.

REVIEW AND POSSIBLE ACTION REGARDING MINUTES

Ms. Kelly motioned to accept the August meeting minutes with Mr. DeVille seconding; all Commissioners present were in favor.

REVIEW AND POSSIBLE ACTION REGARDING COMMISSION APPOINTMENTS

City Secretary has two Commission applicants. Ms. Womack is working on outreach to get additional interest. Ms. Womack discussed putting slides on PAUG channels with requests for applicants for commission. She also asked Commissioners and PAUGs to spread the word.

REVIEW AND POSSIBLE ACTION REGARDING APPEALS AND VIOLATIONS

Anna Sanchez of Glory Full Gospel was represented by Mrs. Darla Suver and said the issue is corrected. Mr. DeVille motioned to grant appeal with Mr. Smitson seconding; all Commissioners present were in favor.

Joel, Odilia and John Garza of The Bridge Church #1, #2 and #3 were not present. Ms. Kelly motioned for all the programs remain off the air with Mr. DeVille seconding; all Commissioners present were in favor.

REVIEW AND POSSIBLE ACTION REGARDING RULES AND PROCEDURE UPDATES

Ms. Womack presented a draft of the suggested changes to Rules and Procedures, noting the optional page 7. Mr. DeVille motioned to amend to include optional page 7 with Ms. Kelly seconding; all Commissioners were in favor.

Ms. Kelly motioned that Rules and Procedures as presented are ready to move forward to City Council with Mr. DeVille seconding; all Commissioners present were in favor.

DISCUSSION AND POSSIBLE ACTION REGARDING FINANCIALS

Ms. Womack updated the Commission on PEG financials. No action was taken.

REVIEW AND POSSIBLE ACTION REGARDING HOLIDAY SCHEDULE

Ms. Womack shared the memo regarding media turn in days. No action was taken.

REVIEW AND POSSIBLE ACTION REGARDING PAUG EXCEPTION REPORT

Ms. Womack explained the exception report process and how the department was tracking programs with issues.. No action was taken.

REVIEW AND POSSIBLE ACTION REGARDING TV GUIDE

Ms. Womack has talked Tribune Media and received information about reduced cost of \$100 per month that includes both cable operators.

Mr. DeVille motioned to have the City proceeding with TV guide for government channel with Ms. Kelly seconding; with all Commissioners present were in favor. PAUG channel additions to TV guide would be left to PAUGs.

REVIEW AND POSSIBLE ACTION REGARDING STUDIO UPDATE

Ms. Womack gave update on studio space. She also discussed the assessment Public Communications department is undergoing. Mr. DeVille requested a tour of equipment areas for November.

REVIEW AND POSSIBLE ACTION REGARDING PAUG LOTTERIES

Mr. DeVille and Ms. Kelly will attend both lotteries. Mr. Smitson noted he would be out of town.

REVIEW AND POSSIBLE ACTION REGARDING MEDIA DELIVERY LOGS

Mr. DeVille motioned to accept the PAUG 10 media delivery log of August with Ms. Kelly seconding; all Commissioners present were in favor. Mr. DeVille motioned to accept the PAUG 10 media delivery log of September with Ms. Kelly seconding; all Commissioners present were in favor. Ms. Kelly motioned to accept PAUG 18 media delivery log of August with Mr. DeVille seconding; all Commissioners present were in favor. Ms. Kelly motioned to accept PAUG 18 media delivery log of September with Mr. DeVille seconding; all Commissioners present were in favor. No discussion occurred regarding logs.

PAUG UPDATES

Mr. Gordy said everything at Channel 10 is going smoothly. Mr. Gordy said thinks running the DVD program schedule is a good substitute for TV guide.

Mr. Suver from the Channel 18 PAUG discussed picking programs in upcoming lotteries and said everything is going smoothly.

PUBLIC COMMENT

None

AGENDA ITEMS FOR NEXT MEETING

Commission Appointments
Studio Update
PAUG Lotteries
Expanding Programming
Tour

ADJOURNMENT OF MEETING

Mr. DeVille motioned for the meeting adjourned at 7:17 p.m.