

Cable Television Advisory Board Meeting Agenda
R E G U L A R M E E T I N G
February 11, 2004 Wednesday, 7:00 P.M.
Stanley E. Remelmeyer Telecommunications Center Meeting Room
3350 Civic Center Drive Torrance

Board Information

The Board advises and makes recommendations to the Cable TV Foundation and City Council in the area of policies and procedures in public access interests, scheduling public access programming, facilities and equipment for the community and public access channels, and disbursement of Foundation funds.

Agenda Review

Complete Board agendas are available for review at the Office of Cable Communications. The agenda cover and minutes are available on the City of Torrance home page – www.tornet.com

Meetings

All Board meetings are open to the public. Those who wish to speak on any matter on the agenda are asked to provide their name and address for the record.

Direct other questions or concerns to the City Council (310-618-2880), City Manager (310-618-5880), and Cable & Community Relations Manager (310-618-5762). In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Cable Communications (310-618-5762). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35. 102-35. 104 ADA Title II].

A G E N D A

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA**
- 5. APPROVAL OF MINUTES**
 - A. December 10, 2003
- 6. SCHEDULED BUSINESS**
 - A. Community Matters – NONE
 - B. Committee Reports
 - 1) Producer Incentive
 - 2) 12th Annual TCTV Video Programming Awards
 - C. Report of Community Television Center
 - 1) November, 2003
 - 2) December, 2003
 - 3) January, 2004
 - D. Report of Legislative and Cable Related Activities – January, 2004
 - E. Old Business
Recommendation of the Cable & Community Relations Manager that the Cable Television Advisory Board review the new Torrance Community Television Logo.
 - F. New Business
 - 1) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Producer Incentive Committee and appoint a new and chairperson.
 - 2) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Cable Television Franchise Renewal Committee and appoint a new and chairperson.
 - 3) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Operating Policies and Procedures Committee and appoint a new and chairperson.
 - 4) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Future of Access Committee.
 - G. Addendum Matters

MEETINGS

The Cable Television Advisory Board meets the second Wednesday of each month at 7:00 p.m.

AGENDA REVIEW

Complete agendas are available for review at the Office of Cable Communications. The Agenda covers are available on the Boards Homepage. www.tornet.com

7. ORAL COMMUNICATIONS

8. ADJOURNMENT

Prepared by:

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson Craft Hausmann Korman Taniguchi Tsao Perkins

City of Torrance
OFFICE OF CABLE COMMUNICATIONS
3350 Civic Center Drive
Torrance, California 90503

AFFIDAVIT OF AGENDA POSTING

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) as
CITY OF TORRANCE)

I, _____, in compliance with government Code 54954. 2(a), DO HEREBY AFFIRM that a copy of the **CABLE TELEVISION ADVISORY BOARD AGENDA** for the meeting of Wednesday, December 10, 2003, at 7:00 p.m., was conspicuously posted on the City Clerk's bulletin board, 3031 Torrance Boulevard, Torrance, California at the time and date indicated below.

POSTED:

Time:_____ Date:_____

By:_____

(Signature)

November 12, 2003

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, November 12, 2003, at 7:13 p.m. in the Torrance Community Television Studio located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Carlson, Craft, Haussmann, Korman, Mikulicich Jr., and Chair Perkins

Also Present: Cindy Hibbard, Clerk Typist
Mark J. Doddy, TCTV Coordinator
Michael D. Smith, Cable & Community Relations Manager

Excused: Commissioner Tsao

3. FLAG SALUTE:

Commissioner Haussmann led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Carlson moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Haussmann, carried with an aye vote.*

5. APPROVAL OF MINUTES:

A) October 8, 2003

MOTION: *Commissioner Haussmann moved to approve the minutes for the October 8, 2003, meeting. This motion seconded by Commissioner Craft, carried with an aye vote with Commissioners Carlson and Mikulicich Jr. abstaining.*

6. SCHEDULED BUSINESS:

A) Community Matters – NONE

B) Committee Reports

(1) Producer Incentive

Chair Mikulicich Jr. provided the following report. The Committee conducted the November 7th Holiday P.S.A. production. Most of the Commission were present and produced a greeting from the Commission. There were around a dozen greetings shot and should start airing December 4th. This is the second year we've offered this open studio call to the community.

The December 5, 2003 meeting will feature Advanced Sound Techniques II taught by professional audio producer and engineer, Don Fefie. This meeting is an encore performance from last year with additional customization based on the needs expressed at the previous meeting.

Discussion followed.

MOTION: *Commissioner Haussmann moved to accept the Producer Incentive Committee Report for October 2003. This motion, seconded by Commissioner Carlson, motion carried with aye vote.*

(2) Video Programming Awards

Chair Craft provided the following report. The Committee and staff have been busy this last month. Judging letters were mailed November 7th, judging will be held December 9th and 10th. The Committee will continue to make telephone calls to all potential sponsors. Staff has contacted all eligible producers to invite them to participate in this year's competition and with the call For Entry deadline set for November 29th. Certain producers will be interviewed for the show and staff began post-production on stories that will be included in the program.

Discussion followed.

MOTION: *Commissioner Korman moved to accept the Video Programming Awards Committee Report for October 2003. This motion, seconded by Commissioner Haussmann, motion carried with aye vote.*

(3) Open Mic Night

Chair Mikulicich Jr. provided the following report. Staff has contacted all participants personally to make certain they were fully briefed on the production and playback process. The Committee served as host during the entire taping. Staff made certain the statements were cablecast as planned.

Chair Mikulicich Jr. recommended that the Committee get started planning for the March 2nd election that will include the City Council. Due to his term ending on January 15th, Chair Mikulicich Jr. resigned from this Committee.

Discussion followed.

MOTION: *Commissioner Korman moved to accept the Open Mic Night Committee Report for October 2003. This motion, seconded by Commissioner Haussmann, motion carried with aye vote.*

C) Report of Community Television Center - October, 2003

Coordinator Doddy discussed statistics for the month. He highlighted 9 new programs were completed compared to 16 in 2002 and 6 in 2001.

He also noted studio usage was at 34% while field camera was at 58% and post-production was at 45%.

Four people attended the monthly New Users Orientation Session, three certified. Three were certified through the Its Your TV Brochure. Eight Users graduated from the Studio Production workshop; Ten children and six adults from Cub Scout Pack 1064 received a tour of the Telecommunication Center.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Torrance Community Television Center Report for October 2003. This motion, seconded by Commissioner Haussmann, motion carried with aye vote.*

D) Report of Legislative and Cable Related Activities – October, 2003

Manager Smith gave a brief summary of the report. AOL Time Warner Inc. set a date for its planned name change, saying in a prepared statement that it will officially become Time Warner Inc. Oct. 16.

The City of Santa Clarita plans to sue Time Warner Cable to resolve a dispute over franchise-fee payments. The Santa Clarita claimed that Time Warner owes \$220,000 in back franchise fees, plus interest and penalties. The parties have been discussing the issue, but regulators apparently ran out of patience. The City Council unanimously directed city staff Oct. 16 to pursue legal action.

Time Warner Cable's digital penetration is closing in on 40%, or about 4.2 million subscribers. TWC added a total of 131,000 digital subscribers in the third quarter. TWC deployed 100,000 DVR set-tops in the third quarter, bringing its total DVR base to a 250,000.

The Federal Communications Commission plans to seek rehearing from the U.S. Court of Appeals for the Ninth Circuit regarding an October ruling that tossed out the agency's classification of cable-modem service.

Local municipalities and several watchdog organizations nationwide are lobbying to patch what they claim is a billion-dollar loophole in the proposed Internet Tax Nondiscrimination Act of 2003.

Brief discussion followed.

MOTION: *Commissioner Craft moved to accept the Legislative and Cable Related Activities Report for October 2003. This motion, seconded by Commissioner Hausmann, carried with an aye vote.*

E) Old Business – NONE

F) New Business - NONE

7. ADDENDUM MATTERS – NONE

8. ORAL COMMUNICATIONS:

- a) Secretary Hibbard wished everyone a happy Thanksgiving Day.
- b) Coordinator Doddy asked everyone to try and stay dry due to the severe rainstorm.
- c) Commissioner Carlson also wished everyone a happy Thanksgiving Day.
- d) Commissioner Craft mentioned his daughter Nina Craft has completed another book, "How to Start Over".
- e) Commissioner Hausmann also wished everyone a happy Thanksgiving Day.
- f) Commissioner Korman said she missed Chairwoman Perkins at the holiday greeting taping.
- g) Commissioner Korman said she is looking forward to her first television production, "Little Witch of Wichita".
- h) Commissioner Korman also wished everyone a happy Thanksgiving Day.
- i) Commissioner Mikulicich Jr. also wished everyone a happy Thanksgiving Day.
- j) Chairwoman Perkins also wished everyone a happy Thanksgiving Day and drive safely.

8. ADJOURNMENT:

Chair Perkins adjourned the meeting to reconvene on Wednesday, December 10, 2003 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson Craft Hausmann Korman Taniguchi Tsao Perkins

Members of the Cable Television
Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Advisory Board:

COMMITTEE MEMBERS: *Craft, Tsao, and Chair Mikulicich Jr.*

SUBJECT: Producer Incentive Committee Report – November and December 2003

The Committee conducted the November 7th Holiday P.S.A. production. Most of the Commission were present and produced a greeting from the Commission. There were around a dozen greetings shot and should start airing December 4th. This is the second year we've offered this open studio call to the community.

The December 5th meeting featured Advanced Sound Techniques II with professional sound engineer, Don Fefie. Twenty-three people attended making this a very successful event.

The January 30th event will be the 12th Annual TCTV Video Programming Awards competition.

The February 6th event will be the 12th Annual Video Awards Winners Review. Each winning producer will be invited to present portions of the tape and respond to questions.

Respectfully Submitted,

Nikola Mikulicich Jr.
Chairperson
Producer Incentive Committee

NOTED:

Michael D. Smith
Cable & Community Relations Manager

6B1

Roll Call: Carlson Craft Haussmann Korman Taniguchi Tsao Perkins

CABLE TELEVISION ADVISORY BOARD
 PRODUCER INCENTIVE COMMITTEE
M O N T H L Y P R O D U C E R G E T - T O G E T H E R S
 2 0 0 3 - 0 4

The Cable Television Advisory Board Producer Incentive Committee invites you to attend and participate in the **“MONTHLY PRODUCER GET-TOGETHERS.”** The GET-TOGETHERS are held the first Friday of every month with the exception of January and July.

Here’s your chance to meet, greet, and exchange ideas and skills with your fellow Producers.

Call TCTV and reserve your spot today.

DATE	TOPIC	SPEAKER/FACILITATOR	LOCATION	COORDINATOR
August 01	B.B.Q. Potluck	TCTV Coordinator and Staff	TCTV Studio	Commissioners Nick Mikulicich, Jr.
September 05	P.C. Editing Techniques 101	Brian Anderson	TCTV Studio	Commissioner Chet Craft
October 03	P.C. Editing Techniques 201	Brian Anderson	TCTV Studio	Commissioner Nick Mikulicich, Jr.
November 07	Holiday P.S.A.’s	TCTV Coordinator and Staff	TCTV Studio	Commissioner Nick Mikulicich, Jr.
December 05	Advanced Sound Techniques II	Don Fefie	TCTV Studio	Commissioner Nick Mikulicich, Jr.
January 30	12 th Annual TCTV Video Programming Awards Ceremony		Cultural Arts Center Meeting Room	Staff
February 06	12 th Annual Video Awards Winners Review	TCTV Coordinator and Staff	TCTV Classroom	Commissioner Richard Tsao
March 05	Copyright Law	Irving Keschner, Esq.	TCTV Studio	Commissioner Richard Tsao
April 02	P.S.A. in a Day	TCTV Coordinator and Staff	TCTV Studio	Commissioner Chet Craft
May 07	Lighting Techniques	Mic Ocoboc and Milan Janicin	TCTV Classroom	Commissioner Chet Craft
June 04	Post Production Techniques	TCTV Coordinator and Staff	TCTV Edit Suites	Commissioner Richard Tsao
July 02	Storytelling Tips and Strategies Or Music Licensing Rights	TBA	TCTV Classroom	Commissioner Chet Craft

Members of the Cable Television
Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Advisory Board:

COMMITTEE MEMBERS: *Korman, Tsao, and Chair Craft.*

**SUBJECT: 12th Annual TCTV Video Programming Awards Committee Report –
November, December, 2003, and January 2004**

The Committee and staff have been addressing the following items:

- Invitations were mailed December 29th.
- Eleven judges reviewed entries December 9th and 10th. Judges represented public, educational, and government access; local origination and local government.
- Eighteen different producers entered 46 programs.
- Kendra Kostelecky and Chris Berg were confirmed as masters of ceremony.
- Exxon Mobil confirmed as Platinum Sponsor.
- Ceremony programs were designed and delivered on time.
- Hospitality Committee provided decorations, refreshments, centerpieces, and made arrangements for flowers, linens, etc.
- TCTV Staff produced all ceremony videos.
- The “Little Daddy-O” band provided entertainment. TCTV Producer, Peter Baldwin, headed the trio.
- Over 150 guest RSVP'd, over 150 showed.
- Councilmembers that were in attendance mentioned the quality of the program and ceremony.

Respectfully Submitted,



CHET CRAFT
Chairperson
Producer Incentive Committee

NOTED:

Michael D. Smith
Cable & Community Relations Manager

6B2

Roll Call: Carlson Craft Haussmann Korman Taniguchi Tsao Perkins

Honorable Chairperson and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: Recommendation to accept and file report of the Community Television Activities and Facility Usage Report for November 2003.

Expenditure: \$0.00

RECOMMENDATION

The Cable & Community Relations Manager recommends that the Board accept and file the Community Television Activities and Facility Usage Report for November 2003.

BACKGROUND/ANALYSIS

The report is separated into three groups: Facilities, Programming, and Miscellaneous Activities.

Facility Usage

Field Equipment Reservations for November 2003 had a usage rate of 47%, compared to 98% in 2002 compared to 29% in 2001.

Edit Room Reservations for November 2003 had a usage rate of 47%, compared to 45% in 2002, compared to 42% in 2001.

Studio Reservations for November 2003 had a usage rate of 20%, compared to 82% in 2002, compared to 24% in 2001.

Electronic Field Productions for November 2003 had 2 scheduled shoot, compared to 3 in 2002, and compared to 4 in 2001.

Programming

- A total of 14 original TCTV programs were completed during November 2003, compared to 13 in 2002, compared to 7 in 2001.
- Torrance residents bicycled a total of 21 programs in November 2003, compared to 14 in 2002, compared to 16 in 2001.

Miscellaneous Activities

- Dub Room "B" had 36 hours of usage during November 2003, compared to 34 in 2002, compared to 30 in 2001.
- 01 "It's Your TV" brochures were mailed, 02 new Users were certified through the brochure.
- 07 potential Users attended, 05 were certified through the New Users Orientation Session.
- Gave tour to Cub Scout Pack 1064, Den 4. 10 children and 6 adults.

Respectfully Submitted,

Mark J. Doddy
TCTV Coordinator

NOTED:

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson Craft Hausmann Korman Taniguchi Tsao Perkins

**COMMUNITY TELEVISION ACTIVITIES AND FACILITY
USAGE REPORTS
FOR DECEMBER 2003 AND JANUARY 2004
WILL BE AVAILABLE MONDAY**

**LEGISLATIVE AND CABLE RELATED
ACTIVITIES REPORT
WILL BE AVAILABLE MONDAY**

Honorable Chairman and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: Presentation of the new logo design for Torrance Community Television

Expenditure: \$1,500.00

RECOMMENDATION

Recommendation of the Cable & Community Relations Manager that the Cable Television Advisory Board review the new Torrance Community Television Logo.

BACKGROUND/ANALYSIS:

The City of Torrance assumed operation of Torrance Community Television in 1987 after the transfer of the cable television franchise from Group W, to Paragon Communications.

In 1987, the Public Access Foundation approved a set of Operating Policies and Procedures following a recommendation from the Commission. At this time, staff had a logo created and began using it on T-shirts, hats, documents, etc. This logo is now dated, does not meet the multiple uses needed in today's community television environment. ATTACHMENT #1

A graphic designer was hired to create a new logo. The designer was instructed to create a logo that will be traditional, timeless, attractive, easy to identify, camera ready, electronically available, and could be used in the following manners:

- On-screen channel identification ("Channel Bug")
- T-shirts
- Crew Caps and shirts
- Print ads
- Newsletters, flyers, publications
- Website
- Promotional materials

The final logo has been selected and delivered for our use. ATTACHMENT #2

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

ATTACHMENTS

1. 1987 Logo
2. 2003 Logo

ORIGINAL LOGO 1987



NEW DESIGN 2003



Honorable Chairman and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: PRODUCER INCENTIVE COMMITTEE APPOINTMENT

Expenditure: \$0.00

RECOMMENDATION

A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Producer Incentive Committee and appoint a new and chairperson.

BACKGROUND/ANALYSIS:

Due to the end of Commissioner Nikola Mikulicich Jr.'s term, an opening now exist on Producer Incentive Committee.

The Committee was originally established in October 1992, to develop strategies to get producers more active in producing television programs. The Committee came up with the following ideas and conducted a survey of Producers. The Committee evaluated the results and determined which ideas they would implement. The following is the entire list of ideas:

1. **PRODUCER GET TOGETHER:** A monthly or quarterly producer meeting. The meeting would include social time, producer recognition minute, information and program sharing, and/or equipment demonstration by a Producer based on his or her expertise (special effects switcher, writing, etc.)
2. **PRODUCER CLASSIFIED:** A bi-weekly listing of crew calls, shows in progress, volunteer listings, program ideas. The classified would be photocopied in-house, mailed only to active producers and volunteers with their copy of CitiGUIDE.
3. **COMMUNITY FORUM:** Just like a newspaper has an editorial section, TCTV could have community editorials. Once a month we could host open studio where anyone from the community (Torrance) could come down and have their thoughts taped. Editorials would be limited to a maximum of five minutes. The editorials would be mixed between programming throughout the schedule.
4. **SHORT PRODUCTION WORKSHOP:** Producers would get together one night for four hours with the objective to produce one 30 second PSA. 1st hour concept, 2nd hour plan and shoot, 3rd hour and half edit, final half-hour viewing.

5. **TORRANCE COMMUNITY CONNECTION:** One monthly group program where an executive producer is chosen by participating TCTV producers each month. Up to six other producers would be chosen to produce six feature segments for the show. The executive producer coordinates the show, writes all wraparounds, arranges set props., etc. The other producers would produce a 3 to 5 minute segment of broad community interests on topics of their choosing. Each month segment topics change and maybe the executive producer will rotate amongst the participating producers. The program would be shown monthly.
6. **MULTI-CAMERA PORTABLE STUDIO:** A core group of Producers could be trained to produce multi-camera shoots as community service without the assistance from staff using the 2 camera D-5100 system in anvil cases.
7. **ENFORCEMENT OF RECERTIFICATION RULE:** TCTV has not aggressively enforced the 6-month recertification rule. This rule if strictly enforced, may encourage Producer to complete a program every 6 months or jeopardize losing their producing privilege.
8. **TCTV ANNUAL PROGRAMMING AWARDS COMPETITION:** The creation of the Awards competition is designed to provide incentives to Producers to better their programs. Not only will the Producers compete with their peers, they'll also have the opportunity to win prizes.
9. **BACK TO ACCESS BARBECUE:** TCTV could follow Kalamazoo, Michigan Access Center and host a Barbecue in the fall. The event serves as a welcome back get together after the slow summer season.
10. **COMMUNITY GROUP PROGRAMS:** The Board could encourage non-profit Community groups to get involved by producing a monthly show about their organization activities and events.
11. **PROGRAMMING OF BROADER INTEREST:** The Board could encourage Producers to create shows that have a broader audience appeal. This would get more viewers and possibly more exposure to their program. Recently the Don and Ellie Show were featured in the Daily Breeze and Los Angeles Times.
12. **PROGRAM PROMOTION:** The Board could encourage Producers to better promote their programs by writing press releases, writing articles for Take One about their program, producing a 30 second promotion for their own series, etc.
13. **PROMOTE SUCCESS STORIES:** The Board could promote success stories involving producers and how they were able to get a project completed. This could be accomplished through articles in Take One or a behind-the-scenes feature that could be cablecast on Torrance Community Connection or even create a new show similar to CitiCABLE's CitiWATCH and call it, "Producer Spotlight".
14. **SPECIAL LECTURES:** The Board could invite guest speakers to talk about various areas of television production (writing, producing, shooting, etc.) as a supplement to the Board meetings or producer meeting.
15. **RAISE WORKSHOP DEPOSIT:** The Board could recommend to the Foundation that the deposit for workshops be increased from \$10 to \$25. This may encourage graduates to complete a program within the allowable six months.
16. **MENTOR:** New Producers would be assigned a veteran Producer "to show them the ropes".

The Committee implemented the following ideas:

- **PRODUCER GET TOGETHER** (monthly)
- **SHORT PRODUCTION WORKSHOP** (occasionally held during a Get Together)
- **TORRANCE COMMUNITY CONNECTION** (produced as South Bay 360 for several years)
- **TCTV ANNUAL PROGRAMMING AWARDS COMPETITION** (completed the 9th year in 2001)
- **SPECIAL LECTURES** (occasionally held during a Get Together)
- **RAISE WORKSHOP DEPOSIT** (implemented \$35 Field and \$50 Studio)

Usage of the facility has declined over the years, however since May, 10 field producers have been certified. As a result, there is an opportunity to challenge the existing Producers and encourage the new to get more involved.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Attachment

1. Committee List

City of Torrance
CABLE TELEVISION ADVISORY BOARD
Effective January 15,, 2004

MEMBERS	TERM
Georgia Perkins, Chairperson	1/16/03 – 1/15/07
Dale Korman, Vice Chairperson	1/16/02 – 1/15/06
Henry Carlson	1/16/03 – 1/15/07
Chester Craft	1/16/02 – 1/15/06
Eileen Hausmann	1/16/01 – 1/15/05
Hazel Taniguchi	1/15/04 – 1/15/08
Richard Tsao	1/16/01 – 1/15/05

COMMITTEES

<p>Producer Incentive _____, Chair Chester Craft Richard Tsao</p>	<p>Cable Television Franchise Renewal _____, Chair Dale Korman Henry Carlson</p>
<p>Future of Access Eileen Hausmann, Chair _____ Richard Tsao</p>	<p>Operating Policies and Procedures _____, Chair Eileen Hausmann Richard Tsao</p>
<p>Twelfth Annual TCTV Video Programming Awards Chester Craft, Chair Dale Korman Richard Tsao</p>	

Honorable Chairman and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: FRANCHISE RENEWAL COMMITTEE APPOINTMENT

Expenditure: \$0.00

RECOMMENDATION

A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Cable Television Franchise Renewal Committee and appoint a new and chairperson.

BACKGROUND/ANALYSIS:

The Franchise Renewal Committee was originally established in August 1995 to provide support to the City Council in the cable television franchise renewal discussions. The Council determined that the Commission should develop a report on the community needs and interests as it relates to Public, Educational, and Government Access (PEG).

The Committee conducted workshops, assisted in a statically valid survey, and solicited feedback from the community "stakeholders". The Committee developed a preliminary report. However due to unrelated franchise issues, the franchise was not renewed as scheduled. It later went on a month-to-month agreement.

Eventually, the City and Time Warner reached a settlement agreement concerning the outstanding franchise issues. One aspect of the agreement was to extend the franchise through December 31, 2002, with an option for an additional two years.

Because the data collected by the Committee no longer has much value, a new strategy will need to be developed. Currently, negotiations have stalled due to settlement of outstanding issues concerning an audit of franchise fees and utility user's tax. An agreement is expected soon.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Attachment

1. Committee List

6F2

Honorable Chairman and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: OPERATING POLICIES AND PROCEDURES COMMITTEE APPOINTMENT

Expenditure: \$0.00

RECOMMENDATION

A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Operating Policies and Procedures Committee and appoint a new and chairperson.

BACKGROUND/ANALYSIS:

Due to the end of Commissioner Nikola Mikulicich Jr.'s term, an opening now exist on Future of Access Committee.

The Committee was originally established in February 1999 to consider a modification of Section IV, D. 4 (Political endorsements of candidates or issues during electoral campaigns) of the TCTV Operating Policies and Procedures. The City Council approved the Commission recommendation in October 1999.

The Committee was reconvened in December 1999 to consider establishing new guidelines regarding use of the Workshop Waiver Exam. Due to several factors including changes to the Commission and staff this Committee has not completed its assignment.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Attachment

1. Committee List

6F3

Honorable Chairman and Members
of the Cable Television Advisory Board
3350 Civic Center Drive
Torrance, California

Members of the Board:

SUBJECT: FUTURE OF ACCESS COMMITTEE APPOINTMENT

Expenditure: \$0.00

RECOMMENDATION

A recommendation from the Cable & Community Relations Manager that the Chairperson appoint new member to Future of Access Committee.

BACKGROUND/ANALYSIS:

Due to the end of Commissioner Nikola Mikulicich Jr.'s term, an opening now exist on Future of Access Committee.

The Committee was originally established in July 1993 to determine the most likely direction public access was headed. The Commission was concerned that based on the technology and waning user interests the City should be prepared to respond to the community needs.

The Committee invited a "futurist" to talk about where technology was headed, they also attended seminars and workshops. They developed a list of questions to assist in guiding them and provided the following answers:

1. WHAT IS THE PURPOSE OF ACCESS?

- Access allows all citizens of Torrance the opportunity to express themselves to other citizens of Torrance in a free manner.
- Access provides an alternative form of communications from commercial television.
- Access gives a voice to the people as mass media grows further away from them.

2. DO WE REALLY NEED ACCESS?

- YES!

3. HAS ACCESS FULFILLED ITS MISSION/OBJECTIVE?

- Yes, but it's an on-going effort that needs to be nurtured on an continuous basis.

4. SHOULD WE ENCOURAGE PRODUCERS TO THINK IN TERMS OF CREATING PUBLIC DISCOURSE RATHER THAN SIMPLY TO PRODUCE VIDEO?

- Yes, by the Board but not by staff.

5. **SHOULD WE PROMOTE ACCESS PROGRAMMING MORE AND/OR ENCOURAGE PRODUCERS TO DO SO?**
 - Yes
6. **CAN WE ENCOURAGE PUBLIC DISCOURSE WITHOUT INFLUENCING CONTENT?**
 - Yes
7. **HOW WILL THE INFORMATION SUPERHIGHWAY EFFECT ACCESS?**
 - In many ways, it depends on Federal and state laws and what they require information carriers to provide to the communities.
8. **SHOULD ACCESS CONTINUE TO BE OFFERED IN TORRANCE FREE OF CHARGE?**
 - Yes, but maybe not forever.
9. **ARE THERE OTHER SERVICES ACCESS SHOULD OFFER BESIDES TELEVISION?**
 - Yes, possibly personal computer use to provide access to the information superhighway. Internet, bulletin boards, databases, community services, City services, etc.
10. **DO WE CURRENTLY PROVIDE TOO MUCH SERVICE?**
 - No

Due to several factors including changes to the Commission, staff, and establishment of the Franchise Renewal Committee, this Committee has been inactive. However, the primary question still remains as to the future of public, educational, and government access with regard to current franchising, technology, and more than a decade of use in Torrance.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Attachment

1. Committee List

Roll Call: Carlson Craft Haussmann Korman Taniguchi Tsao Perkins