

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, December 12, 2007, at 7:04 p.m. in the Torrance Community Television Conference Room located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Carlson, Perkins, Sunshine and Chair Nishinaga

Also Present: Mark J. Doddy, Community Television Coordinator
Michael D. Smith, Cable & Community Relations Manager

Excused: Korman

Absent: None

3. FLAG SALUTE:

Commissioner Carlson 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, Sunshine carried with an aye vote.*

5. ANNOUNCEMENT OF WITHDRAWN OR DEFERRED ITEMS - NONE

6. APPROVAL OF MINUTES

A) August 8, 2007

MOTION: *Commissioner Sunshine moved to approve the minutes of August 8, 2007. This motion seconded by Commissioner Perkins, motion carried with an aye vote.*

7. SCHEDULED BUSINESS:

A) Community Matters – NONE

B) Committee Reports

1) Producer Incentive Committee

The report was orally presented by TCtv Coordinator Doddy. The November Get-together was Holiday PSA's hosted by TCtv staff. Fifteen guests attended including four non profit groups, and participated in producing public service announcements for TCtv channel 28.

The December Get-together was Post-production review hosted by CitiCABLE staff.

The next Producer Get Together is January 25th, the 16th Annual TCtv Video Programming Awards Ceremony.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Producer Incentive Committee Reports for November and December 2007. This motion seconded by Commissioner Sunshine, motion carried with aye vote.*

2) 16th Annual TCtv Video Programming Awards Committee

The report was orally presented by TCtv Coordinator Doddy. Ben McCain is returning to host this year's ceremony. We have received record number on entries. Judging was held yesterday and today (December 11th and 12th). We had a good cross section of participants. Staff will begin shopping for the prizes once the winners have been identified. The video packages are being produced and entertainment is being secured.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the 16th Annual TCtv Video Programming Awards Committee Report for December 2007. This motion seconded by Commissioner Perkins, motion carried with aye vote.*

C) Report of the Community Television Center

1) **August, 2007** - Coordinator Doddy discussed statistics for the month. He highlighted 09 new programs were completed with 24 programs bicycled. He also noted studio usage was at 57%, field camera check-outs for the DV Field Camcorders were at 39%. Post-production was down over the previous year at 28% compared to 35%. 03 potential Users attended the New Users Orientation, 01 certified. 50 guests attended the monthly Producer Get-Together. 04 Users attended Pre-Production Planning Workshop, 04 certified. 03 Users attended Post-Production Workshop, 03 certified. 01 Field and 01 Studio Waiver Exam issued, 02 certified.

2) **September, 2007** - Coordinator Doddy discussed statistics for the month. He highlighted 10 new programs were completed with 24 programs bicycled. He also noted studio usage was up to a high of 72%, field camera check-outs for the DV Field Camcorders were at 57%. Post-production was also up at 74%. 5 guests attended the monthly Producer Get-Together. 04 Users attended Field

Production Workshop, 04 certified. 02 Users attended Post-Production Workshop, 02 certified. 04 "It's Your TV Brochures" were mailed, 00 certified.

- 3) **October, 2007** - Coordinator Doddy discussed statistics for the month. He highlighted 22 new programs were completed with 34 programs bicycled. He also noted studio usage was at 44%, field camera check-outs for the DV Field Camcorders were at 54%. Post-production was up over the previous year at 66% compared to 30%. 08 potential Users attended the monthly New Users Orientation Session, 05 certified. 02 Users attended Pre-Production Planning Workshop, 02 certified.
- 4) **November, 2007** - Coordinator Doddy discussed statistics for the month. He highlighted 17 new programs were completed with 28 programs bicycled. He also noted studio usage was at 53%, field camera check-outs for the DV Field Camcorders were at a high of 78%. Post-production was up over the previous year at 44% compared to 34%. 05 Users attended Pre-Production Planning Workshop, 02 certified. 04 Users attended Field Production Workshop, 04 certified. 05 Users attended Post-Production Workshop, 05 certified. 03 "It's Your TV Brochures" were mailed, 01 certified. 15 attended the monthly Producer Get-Together.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Torrance Community Television Center Reports for August, September, October, and November 2007. This motion seconded by Commissioner Sunshine, motion carried with aye vote.*

D) Report of Legislative and Cable Related Activities

Time Warner Cable chairman and CEO Glenn Britt said Monday morning that the company will not buy out parent Time Warner's stake in subsidiary TW NY Holding or participate in the upcoming auction of wireless spectrum.

Telco AT&T has deployed its U-verse Internet Protocol (IPTV) service in the St. Louis market, bringing new competition to incumbent cable operator Charter Communications.

In a presentation to Wall Street analysts Tuesday morning, AT&T group president of telecom operations John Stankey said the U-verse TV video service will reach the 1 million-subscriber milestone by the end of 2008.

Government Accountability Office: Federal Communications Commission, National Telecommunications & Information Administration Must Get Act Together.

Echoing criticisms already leveled in Hill hearings, a Government Accountability Office report said there is not sufficient government coordination of the digital-TV-transition plan.

Coming off a setback at the hands of the cable television industry, the head of the Federal Communications Commission moved to reassert himself on Wednesday by proposing that the commission quickly adopt a rule that would prevent Comcast, the nation's biggest cable company, from becoming larger, commission officials said.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Report of Legislative and Cable Related Activities for December 2007. This motion seconded by Commissioner Sunshine, motion carried with aye vote.*

E) Old Business - NONE

F) New Business

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

APPOINTMENT: *Chairman Nishinaga appointed Commissioner Sunshine to the Committee to serve as Chairman...*

MOTION: *Commissioner Carlson moved to support the appointment, this motion, seconded by Commissioner Perkins, carried with an aye vote.*

2) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint a new member to the 16th Annual TCTv Video Programming Awards Committee.

APPOINTMENT: *Chairman Nishinaga appointed Commissioner Sunshine.*

MOTION: *Commissioner Perkins moved to support the appointment, this motion, seconded by Commissioner Carlson, carried with an aye vote.*

3) A recommendation from the Cable & Community Relations Manager that the Cable Television Advisory Board elect a Vice-Chairperson for the remaining fiscal year 2007/08.

MOTION: *Commissioner Perkins nominated Commissioner Sunshine as the Vice-Chairman, this motion, seconded by Commissioner Carlson; seeing no opposition, Sunshine was elected Vice-Chairman. Motions carried with an aye vote.*

4) A recommendation from the Cable & Community Relations Manager that the Commission accept and file the report concerning channel changes effective December 19, 2007, from Time Warner Cable.

MOTION: *Commissioner Carlson moved to accept and file this report, motion seconded by Commissioner Sunshine, carried with an aye vote.*

G) ADDENDUM MATTERS - NONE

8. ORAL COMMUNICATIONS:

A) Coordinator Doddy wished everyone happy holidays.

B) Manager Smith extended wished everyone a merry Christmas and happy Hanukkah.

C) Commissioner Carlson mentioned the birth of his grandson Paul.

- D) Commissioner Carlson inquired if CitiCABLE planned an interview with Former Mayor Dee Hardison following her Jared Sydney Torrance Award. Staff responded in the affirmative.
- E) Commissioner Carlson wished everyone happy holidays.
- F) Commissioner Perkins extended congratulations to former Mayor Dee Hardison for being the recipient of the Jared Sydney Torrance Award.
- G) Commissioner Perkins also wished everyone happy holidays.
- H) Commissioner Sunshine mentioned his recent economic development trip to China.
- I) Chair Nishinaga mentioned the success of his Civil and Seismic Engineering conferences in Japan last September. He mentioned he was accepted to speak at the next conference on sustainable “green” buildings design.
- J) Chair Nishinaga discussed his upcoming Leadership in Energy and Environmental Design (LEED) accredited professional exam on sustainable “green” buildings design.

9. ADJOURNMENT:

Chairman Nishinaga adjourned the meeting of December 12, 2007 to reconvene on Wednesday, February 13, 2008 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager