

**MINUTES OF CABLE TELEVISION COMMISSION
OF THE CITY OF LOS ALAMITOS**

REGULAR MEETING – February 3, 2015

1. CALL TO ORDER

The Cable Television Commission met in regular session at 7:00 p.m. on February 3, 2015, in the Council Chamber, 3191 Katella Avenue, Los Alamitos, Chair Underwood presiding.

2. ROLL CALL

Present: Commissioners Clayton, Hammond, Singer, Underwood
Student Commissioner Ellison

Absent: Commissioners None

Present: Staff Bret Plumlee, City Manager
Catherine Howard, Police Department Secretary

3. ORAL COMMUNICATIONS

Chair Underwood opened Oral Communications.

Ernie Rodriguez, Commander American Legion Post 716, spoke in support of LATV and rebuilding the studio. His post conducts four to six fund-raising events per year, which he'd like to promote on LATV-3.

Robert Deamicis, American Legion Post 716, discussed the Boys and Girls State programs.

Samuel Manning, Chair of the Parks and Recreation Commission, issued a challenge to the Cable Commission to participate or volunteer in either the 5K or 10K run or the 5K Walk for *Race on the Base*, on Saturday, February 28, 2015.

Chair Underwood closed Oral Communications.

4. PRESENTATIONS

Vice Chair Hammond asked if the City had any specific plans to film *Race on the Base*. He stated that the City should have an established schedule of City events to be filmed by LATV.

City Manager Plumlee stated that this was not the appropriate time to address this subject.

5. **MINUTES**

Approval of the minutes for the Cable Television Commission meeting of January 12, 2015.

Motion/Second: Clayton/Singer

Unanimously Carried: The Cable Television Commission approved the January 12, 2015 Cable Television Commission meeting minutes.

6. **STAFF REPORTS**

A. Requests from January 12, 2015 Meeting

Item 1: Discuss and provide direction regarding an alternate studio management plan.

Chair Underwood provided a summary and status on the \$39,000 studio equipment purchase request list. He requested this memo be incorporated into the current RFQ to assist future studio management.

Commissioner Singer questioned the time spent on additional discussion until the Council provides further direction.

Commissioner Clayton restated that the Council is aware of the memo and the RFQ. He advised the Commission should wait for Council direction.

Commissioner Singer stated that the Commission's purpose is to reflect what the community wants from LATV and what the Council wants from the commission. He indicated the Commission needed clear, achievable, verifiable goals.

Vice Chair Hammond stated that the commission's purpose is to advise and make suggestions for Council consideration.

Commissioner Clayton stated that he could not support this document now and reiterated the Commission should wait for the Council to confirm the RFQ candidate.

Motion/Second: Underwood/Hammond

Failed 2/2 (Clayton and Singer cast the dissenting vote): Recommend to Council, consideration, and incorporation of this memo into the City's larger management plan over the next few months.

Item 2: Discuss and provide direction regarding training and workshop outreach and ongoing volunteer programs to address Chamber, studio, server, and playback operations.

Chair Underwood distributed the draft outline written by Vice Chair Hammond and himself to develop a LATV Workshop Program. This plan presumes the studio is available and properly equipped.

Commissioner Clayton indicated support for the workshop concept, but requested the issue be continued to the next meeting to allow a proper review of the document.

This item was agenzized for review and discussion at the next meeting.

7. COMMISSIONER REPORTS

Commissioner Singer:

1. Expressed concern regarding a conflict of checks and balances within LATV.
2. Believes the commission's duties, responsibilities, goals, and jobs are "crossing a line;" thinks it would be better to separate staff, commissioners and producers.
3. The appearance of a conflict of interest is not good.
4. The Council needs to make some decisions addressing the goals, ideas, and expectations they want from LATV.
5. It would be beneficial for both the City Council and the commissioners, to have a workshop, presented by an expert in public cable television, addressing legal and financial ramifications, what other cities have done, what to pursue and what to avoid, etc.
6. Believes public television should be an element within the General Plan.

Vice Chair Hammond:

1. Refuted the suggestion of conflict of interest.
2. Inquired about the City's liability insurance coverage. *City Manager Plumlee replied the City has a Standard Professional Services Agreement approved by the City Attorney, which includes insurance criteria.*
3. Objected to the commission not reviewing the RFQ before it went to Council. *City Manager Plumlee replied that the commission did review and provide input regarding the RFQ prior to Mr. Hammond becoming a commissioner.*
4. The commission needs to analyze, critique, and discuss LATV programming.
5. Objected to LATV schedule not being consistently published in the News-Enterprise.
6. The commission should analyze, critique, and comment on sports coverage.

Commissioner Clayton:

1. Encouraged staying on track during the meetings and following the agenda.
2. Agrees that the appearance of conflict of interest is of concern.
3. Supports the idea of a presentation by an expert on cable television.

Chair Underwood:

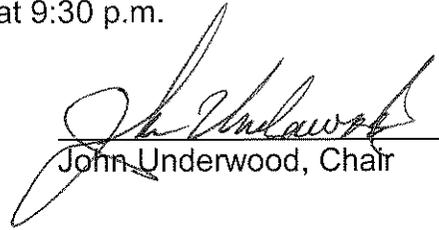
1. Refuted the suggestion of any conflict of interest, and offered supporting documentation on his behalf.

2. Discuss production value of sports coverage and include Doug Wood in discussion.
3. Explained his familiarity with van and server operations.
4. Believes commission commentary on LATV programming and the overall policy is appropriate.

City Manager Plumlee offered to invite a cable television expert to speak to the Commission. He said he would also ask Doug Wood to speak to the Commission about how LATV programming is determined.

8. ADJOURNMENT

The Cable Television Commission adjourned at 9:30 p.m.



John Underwood, Chair

ATTEST:



Bret Plumlee, City Manager