

MINUTES OF CABLE TELEVISION COMMISSION OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING – May 21, 2015

1. CALL TO ORDER

The Cable Television Commission met in special session at 5:32 p.m. on May 21, 2015, in the Council Chamber, 3191 Katella Avenue, Los Alamitos, Chair Underwood presiding.

2. ROLL CALL

Present: Commissioners Hammond, Poe, Singer, Underwood

Absent: Commissioners Clayton (excused)

Student Commissioner Ellison

Present: Staff Steven Mendoza, Community Development Director
Catherine Howard, Police Department Secretary

3. SPECIAL ORDERS OF THE DAY

A. Review of Policies and Procedures for LATV

Commissioner Singer stated that he thought this meeting was premature and he supported Staff Report, Recommendation a): *“Decide to hold the Policies and Procedures discussion after the Cable Consultants have finished their “Vision Study” and set a meeting for a discussion for a future date.”*

Vice Chair Hammond referred to the Background in Staff Report 3A which stated: *“On May 5, 2015, the Cable Commission continued the discussion of the goals, responsibilities and mission of LATV. At that meeting, it was requested that a workshop be held to continue that discussion and to review LATV’s Policies and Procedures.”* He stated that *“... goals, responsibilities and mission of LATV”*, along with the Policies and Procedures, should be discussed at this meeting.

Commissioner Poe pointed out that in the Policies and Procedures, adopted in 2009; Item 1.0 began with *“Goals of LATV.”* The Mission and Goals have already been defined within the Policies and Procedures document; it is not incumbent on the commission to change polices set by the Council. She believes the commission should consider whether or not they are following the guidelines already established.

Chair Underwood expressed his support of the sentence within 1.0 Goals of LATV: "LATVs mission is to broadcast programming of local interest and/or benefit, and which will most likely not air anywhere else." Within the Los Alamitos community, "hyper-local" broadcasting is valuable. He believes the commission should step forth with a broad statement of their mission, goals, and responsibilities, with or without a station manager.

Motion/Second: Singer/

Motion Failed: Lack of Second: Decide to hold the Policies and Procedures discussion after the Cable Consultants have finished their "Vision Study," and set a meeting for a discussion for a future date.

Motion/Second: Poe/Hammond

Motion Passed: 3/1: Continue with the discussion of Policies and Procedures at this meeting; to include of the goals, responsibilities, and mission of LATV.

Aye: Hammond, Poe, Underwood

Nay: Singer

Commissioner Poe reiterated that the goals are clearly stated within the existing Policy and Procedures. She suggested the commission should review each item within the Policies and Procedures, discuss where they agree or disagree with each item, but not change anything at this time. She referred to Resolution 2007-07, Exhibit B: *Commission Duties and Responsibilities*, which are clearly spelled out.

Vice Chair Hammond insisted that City Manager Plumlee does not acknowledge or recognize Resolution 2007-07, Exhibit B.

Commissioner Poe stated that she received these documents, via email, from the City Clerk. She believes that Exhibit B should serve as the commission's "bible." She strongly recommended that one or two of the eleven items in Exhibit B be discussed at each meeting, as those are the duties of the commission.

Chair Underwood stated that he has utilized these guidelines when preparing requests to the City Council for equipment, workshops, and management plans, but the Council tabled the equipment request, and the workshop and management plans were never presented.

Community Development Director Mendoza advised that discussion should return to the agenda, which is review of the Policies and Procedures. Director Mendoza stated that only the Policies and Procedures were subject to discussion at today's meeting, as the other documents mentioned were not on the agenda and, as such, the members of the public had not been noticed about the discussion.

Vice Chair Hammond stated his objections, saying that he wanted the discussion to include commission duties and responsibilities, and objected to being presented with an incomplete agenda.

Commissioner Singer expressed his discomfort in straying from any topic not specifically on the agenda.

Community Development Director Mendoza suggested that discussion return to addressing Policies and Procedures: "*Goals of LATV*" in 1.1.

Vice Chair Hammond read his proposed draft addition to *Goals of LATV, 1.1*.

Commissioner Poe stated that Vice Chair Hammond's language was already included in Item 7.0, under *City Responsibilities*.

Discussion ensued concerning why Rossmoor is included in the guidelines.

Commissioner Poe provided some background on the issue; Rossmoor residents are integrated within the Los Alamitos Unified School District.

Chair Underwood restated his belief that Rossmoor could be an ally to Los Alamitos in the future and should not be excluded in any way.

Commissioner Singer questioned why surrounding cities, with children who attend schools within the LAUSD, do not receive related LAUSD programs, since it is clearly stated in the Policies and Procedures that they are, in fact, served by LATV. The Rossmoor Community Service District and LAUSD are mentioned throughout the Policies and Procedures.

Discussion ensued on the definitions of, differences between, and purposes of Mission Statements and Goals.

Commissioner Singer stated that the goals of LATV are indistinguishable because there is no agreement amongst members of the City Council or the Cable Commission. A clear distinction should be made between the Cable Commission, the City Council, and LATV; they are different entities.

Community Development Director Mendoza reminded the commission that the Cable Commission is not LATV and the agenda topic is to review LATV's Policies and Procedures – not the role, purpose or function of the commission.

Commissioner Poe said that the Cable Commission should be mentioned in the Policies and Procedures.

Commissioner Singer disagreed; they should remain separate. He restated that the commission should wait until Skyline Media makes their comprehensive

presentation and report to the City Council, which may assist the Council in determining direction and duties of the Cable Commission, and may assist efforts towards revising the Policies and Procedures and future goals.

Commissioner Singer stated that all points within the Policies and Procedures must support the *Goals of LATV* as stated in 1.1.

Chair Underwood provided information and history concerning the website for LATV Studio 1. He stated that some City Council Members have told him that the City is in danger of losing the studio.

Commissioner Singer stated the quality of LATV programming is questionable; there is considerable room for improvement. He believes that the majority of the current commissioners, himself included, do not sufficiently understand specific laws regarding PEG programming, federal regulations, and local television access regulations. He is not knowledgeable enough to comfortably make informed decisions.

Commissioner Poe stated she thinks that the *Goals of LATV* stated in 1.1 were clearly defined and well written; Commissioner Singer thinks that it encompasses too much; Chair Underwood believes it needs to specify more particulars.

Commissioner Singer believes personal feelings are too incorporated in commission decisions. Additional education and information provided by a representative from the City, concerning legal definitions would provide a larger overview; uninformed decisions may place the City at risk. Specifics on legalities concerning PEG programming would be beneficial in the decision making process.

Commissioner Poe stated that she would be interested in receiving further information concerning PEG programming and legalities also. She stated that the commission needs to work together to build a unanimous front and make informed decisions.

Commissioner Singer stated that he would like to have a City representative clarify exact duties, perimeters, expectations of, and the relationship between the three separate entities of: 1) The Cable Commission; 2) the City Council; and, 3) LATV.

Motion/Second: Singer/Poe

Motion Failed: 2/2: Adjourn the meeting immediately

Aye: Poe, Singer

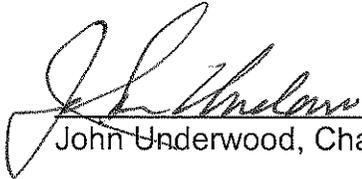
Nay: Hammond, Underwood

A brief discussion concerning unity within the commission ensued.

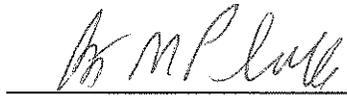
4. **ADJOURNMENT**

The Cable Television Commission adjourned at 8:10 p.m.

Attest:



John Underwood, Chair



Bret M. Plumlee, City Manager