

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – MARCH 17, 2021

Present: Fenberg (Birmingham, MI), McLain (Birmingham, MI), Cleary (Birmingham, MI), Eick (Birmingham, MI) – Birmingham  
Gugni (Beverly Hills, MI), Henry (Birmingham, MI) – Beverly Hills  
Blackburn (Bingham Farms, MI) – Bingham Farms  
Mydloski (Franklin, MI) - Franklin

Absent: Abraham, Tootell, Shand

Also Present: White - BACB Executive Director (Livonia)  
Currier – Attorney for Cable Board  
Rota – Bloomfield Community Television  
Brunk – IT Manager, City of Birmingham  
Black - BCTV

McLain, called the meeting to order at 7:52 AM via Remote Zoom.us with closed captioning.

**APPROVE MINUTES OF CABLE BOARD MEETING HELD February 17, 2021**

Motion by Fenberg, seconded by Eick to approve the minutes of the Cable Board meeting on February 17, 2021, as presented.

Roll Call Vote

Fenberg	Aye
Eick	Aye
Gugni	Aye
Mydloski	Aye
Henry	Aye
Cleary	Aye
Blackburn	Aye
McLain	Aye

Motion Passed. (8-0).

**PUBLIC COMMENTS**

There were no public comments at this time.

**PEG GRANT REQUEST – CITY OF BIRMINGHAM**

White introduced this request submitted by Eric Brunk, IT Manager, City of Birmingham, on behalf of Birmingham. The PEG grant money is to improve the equipment used for meetings in its DPS Conference room and to add some cameras for recording and streaming meetings. There is a quote from Advanced Lighting and Sound. The total cost with the video upgrade, cameras and installation comes to \$12,782.00.

Brunk explained that the conference room is used for the Parks and Recreation Board meetings; usually a mobile unit comes in to record those meetings. The city would like to upgrade the equipment in the room and add cameras to tie into the current tri-caster to record and live stream. Because this room is one of the largest, it is used for other meetings and cameras would need to be purchased and the equipment upgraded.

Mydloski, PEG Chairman, stated this request was reviewed at the committee’s last meeting on February 17, 2021. In addition to Mydloski, Rota, McLain, Brunk, Cleary, Tootell, Abraham and White attended the meeting. Brunk explained the purpose for the request. The bid process was discussed, including the advantages of using Advanced Lighting and Sound, which is a proven provider. More bids were requested and were provided to White. Everything was in compliance.

It was McLain’s understanding that this was in response to the City which wished to expand its ability to effectively communicate with citizens during meetings. She, personally, understands the current situation in that conference room. She believes this would accommodate future “hybrid-programming”. White confirmed there was money available in the PEG Fund and the PEG budget.

Motion by Henry, seconded by Fenberg and Cleary to approve the PEG Grant Request from the City of Birmingham in the amount not to exceed \$12,800.00 for equipment upgrade by Advanced Lighting and Sound.

Roll Call Vote

Fenberg	Aye
Eick	Aye
Gugni	Aye
Mydloski	Aye
Henry	Aye
Cleary	Aye
Blackburn	Aye
McLain	Aye

Motion Passed. (8-0).

McLain stated that the PEG committee addressed having one (1) bid procurement and BACB’s internal policy.

**APPROVE FILMING SPRING EVENTS (NOT TO EXCEED 8 EVENTS)**

Motion by Gugni, seconded by Eick and Cleary to approve the filming of spring sports events not to exceed eight (8) events.

Committee members made comments and compliments about how important the sports events are or have been in their lives and the wonderful professional job BCTV has done with high school sports, especially during this COVID pandemic era. McLain stated that some students have even submitted DVD recordings of their competitions with their college applications. She also added that BCTV has a separate sports program with two (2) professional sports aficionados and the high school Athletic Directors were very involved, especially during this difficult COVID time.

White clarified that each event will be charged \$2,500; therefore, she suggested the motion include "...not to exceed \$20,000". White listed the scheduled sporting events.

Motion by Gugni, seconded by Eick and Cleary to approve the filming of eight (8) spring sports events in the amount not to exceed \$20,000.

Roll Call Vote

Eick	Aye
Gugni	Aye
Mydloski	Aye
Henry	Aye
Cleary	Aye
Blackburn	Aye
McLain	Aye
Fenberg	Aye

Motion Passed. (8-0).

**COMMITTEE REPORTS**

**Cable Action Committee**

In Abraham's absence, McLain stated there had not been a meeting last month; however, one is scheduled for April 8, 2021 at 4:30 PM via Zoom. She listed several issues, such as social media and the follow up on the website. Anything from this meeting which might need attention would be discussed.

**PEG Committee**

Mydloski stated the committee had a meeting last month as discussed earlier in this meeting. There will not be a meeting today but there will be one in April. She advised the committee there would be a request coming from the Village of Franklin.

White sent a letter to each Clerk requesting he/she review any possible needs they might want to address in the upcoming year. She also reminded them that BACB is looking to fund PEG grants and Municipal Support Services grants. Mydloski thanked White for sending the letter which prompted Franklin to consider its needs.

**Personnel Committee**

Gugni reminded the committee that this was the time of year when BACB goes through the process of evaluating its Executive Director, Cathy White. He will be sending out evaluation forms to the Board members and would like them returned to him by April 1, 2021. Any and all comments not covered on the form would be welcomed and need not be limited by the available lines on the form. All feedback is welcomed.

He acknowledged there are three (3) new members on the Board and if they did not feel comfortable submitting the evaluation form this year, they should indicate this on the form.

Mydloski and Eick are also members of the Personnel Committee. McLain detailed the procedures of the Personnel Committee. The date for the Personnel meeting was established as April 1; the time and location will be determined later.

### **EXECUTIVE DIRECTOR'S REPORT**

White referred to her monthly report dated March 10, 2021. There were two (2) complaints since her last report. The first (1<sup>st</sup>) was from a Beverly Hills resident who, instead of “renting” a Comcast/Xfinity TV cable box, “owns” his own Comcast approved modem to stream his Comcast TV bundled subscription directly to his Smart TVs (thereby bypassing the need for any external Comcast/Xfinity cable box). He was unhappy because all content provided under the TV/HBO subscription bundle is counted against his monthly internet data cap. If he had “rented” the Comcast/Xfinity cable box, the TV/ HBO data stream would not have been counted against his internet data cap. A member of the Comcast escalation team contacted him and explained the different Comcast programs, including the explanation that with streaming, it does go towards the data usage. She offered him several options, all of which the customer declined. The customer’s comments would be passed on to the corporate database which is used to measure customer satisfaction and track customer service performance. This complaint is now closed.

The second (2<sup>nd</sup>) complaint came from a Franklin resident who had not been getting certain channels since December. Unable to get a Comcast technician out to her house to fix the problem, the escalation team became involved and the issue was resolved. This complaint is now closed.

### **FINANCIAL**

Financial information for MBS, BBCU and Beverly Hills accounts as of February 28, 2021 will be emailed to the Board Members. She noted that the balance at Beverly Hills was getting high and there was a transfer in process.

White wrote one (1) check since the last meeting to Clearview Captioning for \$210.00.

### **ADDITIONAL NOTES**

She reported that the new majority at the FCC may consider asking the U.S. 6<sup>th</sup> Circuit Court of Appeals to stay the Section 621 (Cable Franchise Fee) Order Appeal which was scheduled for a hearing in April. This may change how PEG fees are calculated. Currier did not have any further information.

The FCC will be providing monetary assistance to low-income families to cover their monthly internet costs. If eligible a family can receive a discount up to \$50 a month for broadband services and a discount up to \$100 for the purchase of a laptop, desktop computer or tablet from participating providers if they provide a small amount towards the purchase, as well. She further explained the broad definition of households which would be eligible. McLain requested White provide the links to those programs on the home page of the BACB website and request that each cable provider do the same on its website. Mydloski thought that if the Clerks were unaware of this benefit it would be prudent to send an email advising them of the link so it could be included in their newsletters, etc. to the residents.

McLain questioned White if the quarterly deposits from the providers were coming in in a timely manner and if they were up to date. White responded in the affirmative and did not have any concerns. McLain also reminded the Board of previous 30-second “Public Service” announcements on the BAPA/BAMA channels which she had done for a couple of years: What is PEG? How does it work? Why do we do it? etc. She felt it to be very timely, especially with the possibility of the FCC changing the way funding is provided to communities. She thanked the Board for providing closed captioning even though we do not have a specific directive to do so.

### **PROVIDER RELATED TOPICS**

#### **a. Comcast**

There was no representative present and no new information received.

#### **b. AT&T/Uverse/Direct TV**

There was no representative present and no new information received.

#### **c. WOW**

There was no representative present and no new information received.

McLain advised residents to routinely go to the websites of the different providers if they have any question about their bill. This was the time of year to review and possibly upgrade the equipment in your house. If you call your provider, be sure to take detailed notes. These calls are recorded. She had received an email from a resident concerning streaming which BACB does not deal with; however, White will be connecting with him after this meeting.

### **BAPA/BAMA REPORT**

In Rota’s absence, Black referred to Rota’s March 11, 2021 report and listed all the completed **BAMA** regularly scheduled municipal meetings: the BACB meeting, Parks and Rec Board meeting, Advisory Parking Committee meeting, Zoning Board meeting, the Multi-Modal Board meeting, Bingham Farms Council Meeting and the Baldwin Public Library Board Meeting.

For the **BAPA** Programs, 18 programs by producers and organizations (which he identified) were taped via Zoom.

### **PRODUCER WORKSHOP**

As usual, for those interested in producing a program or want to volunteer behind the scenes, the studio is still closed but can be experienced virtually. Please call the office at 248-433-7790 or email Black: GBlack@Bloomfieldtwp.Org, for more information.

### **STUDIO UPDATE**

Because the studio is still closed all the studio productions are through Zoom. Once changes are made to that policy, he will immediately advise the Board and include all the protocols the studio would be following though Zoom and taping. Hopefully, it will be in late spring or early summer.

**SPRING SPORTS COVERAGE**

Rota outlined the sports coverage in his memo.

McLain had questions for Black regarding the process a resident should follow if he/she had an idea for a program. Black explained and detailed the beginning steps of the process. Answering McLain's inquiry, Black stated that due to the pandemic there were multiple ways to follow the adapted procedure and gave examples.

White explained that the Cable Board has a contract with the BCTV to produce all of the programing. This has been a long-standing and great working relationship. That contract is funded through PEG funds that come through the communities which initially are through the subscribers when they pay their bills.

Black stated that in mid-April or early May we might have an idea of what the summer concert series schedule could look like. The question of whether there would be parades was brought up.

**OLD BUSINESS**

There was none.

**NEW BUSINESS.**

McLain shared the new schedule for Michigan NATOA meetings: either every Monday at 2PM or every other Monday at 2PM to discuss what was happening to communities (especially in west Michigan) about franchise agreements and PEG agreements, especially with Charter.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

There were none.

There being no further business, the meeting was adjourned at 8:40 AM.