

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, June 16, 2021 at 7:45 am

****This meeting will be held remotely via ZOOM****

1. Roll Call
2. Approve Meeting Minutes for Cable Board Meeting of May 19, 2021-M
3. Public Comments
4. Treasurer's Report
5. Annual Election of Officers-M
6. Proposed FY 2021-22 BACB Budget-M
7. Committee Reports
 - a. Cable Action Committee
 - b. PEG Committee
8. Executive Director's Report
9. Provider Related Topics
 - a. Comcast
 - b. AT&T
 - c. WOW
10. BAPA/BAMA Report
11. Old Business
12. New Business
13. Public Comments
14. Board Comments
15. Adjourn

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – May 19, 2021

McLain, called the meeting to order at 7:45 AM via Remote Zoom.us with closed captioning.

Present: Fenberg (Birmingham, MI), McLain (Birmingham, MI), Cleary (Charlottesville, VA), Eick (Birmingham, MI), Shand (Birmingham, MI), Abraham (Birmingham, MI) – Birmingham
Henry (Beverly Hills, MI) Gugni (Beverly Hills, MI), Kamoo (Beverly Hills, MI), Tootell – arrived at 7:52 AM (Beverly Hills, MI)– Beverly Hills
Blackburn (Bingham Farms, MI) – Bingham Farms
Mydloski (Franklin, MI)

Also Present: White - BACB Executive Director
Currier – Attorney for Cable Board
Rota – Bloomfield Community Television
Brunk – IT Manager, City of Birmingham
Mazurek - Comcast

APPROVE MINUTES OF CABLE BOARD MEETING HELD April 28, 2021

Motion by Fenberg, seconded by Eick approve the minutes of the Cable Board meeting on April 28, 2021, as presented.

Roll Call Vote

Blackburn	Aye
Shand	Aye
Henry	Aye
McLain	Aye
Abraham	Aye
Fenberg	Aye
Gugni	Aye
Kamoo	Aye
Mydloski	Aye
Eick	Aye
Cleary	Aye
Tootell	Aye

Motion Passed.

PUBLIC COMMENTS

There were no public comments at this time.

PEG GRANT REQUEST – FRANKLIN HISTORICAL SOCIETY

Mydloski, representative from Franklin and Village of Franklin Clerk, reported that the Franklin Historical Society was requesting a continuation of funding of a one-year internet subscription from Comcast for the Franklin Historical Museum costing \$93.65 per month or \$1,123.80 annually. This would allow the museum personnel on-site internet access to facilitate current and future projects. This request has been granted in the past and the amount is consistent.

Motion by Abraham, seconded by Shand to approve a PEG Grant request in the amount not to exceed \$1,123.80 annually or \$93.65 per month to the Franklin

Historical Society for the cost of the internet service at the Franklin Historical Museum for FY 2021-2022.

Roll Call Vote

Shand Aye
Henry Aye
McLain Aye
Abraham Aye
Fenberg Aye
Gugni Aye
Kamoo Aye
Mydloski Aye
Eick Aye
Cleary Aye
Blackburn Aye
Tootell Aye

Motion Passed.

PEG GRANT REQUEST – VILLAGE OF FRANKLIN

White confirmed this was discussed in last month's PEG committee meeting.

Mydloski stated this was a request to improve the level of communication between Village Officials, Village committees and the public. At the present, BCTV only records the monthly Village Council meetings, and the Village Administrator is requesting additional filming of three (3) additional meetings per month (Historic District Commission, Planning Commission and the Zoning/Sign Board of Appeals). White clarified that BCTV is able to record virtual meetings at no cost; however, when the meetings become "in-person" the Village would come back to BACB to request a particular amount for such a service.

McLain called for a motion which would not have an amount attached as it is a "process-oriented granted motion" to prepare for future in-person municipal meetings which have been affected by COVID-19.

Motion by Fenberg, seconded by Shand to approve the Village of Franklin's request to record three (3) additional monthly meetings for the Historic District Commission, Planning Commission and the Zoning/Sign Board of Appeals.

Roll Call Vote

Henry Aye
McLain Aye
Abraham Aye
Fenberg Aye
Gugni Aye
Kamoo Aye

Mydloski Aye
Eick Aye
Cleary Aye
Blackburn Aye
Shand Aye
Tootell Aye

Motion Passed.

PROPOSED FY 2021-22 BACB BUDGET

White pointed out those areas which she had adjusted from the current budget. She was not looking for a motion at this meeting but rather wanted to present the information for the Board's understanding. After a discussion about the budget at the next CAC meeting, it will be brought to the next BACB meeting for an approval vote.

For the new members, White reviewed some of the categories and clarified some line-by-line expenses under **Board Expenses**. Under **PEG Operations**, Fenberg explained the purpose of the category, "Grants".

McLain talked about BACB's acknowledgement of the future and the planning for it.

COMMITTEE REPORTS

Cable Action Committee

Abraham reported there had been a meeting on Thursday, May 13, 2021: attendees were McLain, White, Blackburn, Cleary, Fenberg, Tootell and himself. There was a discussion about utilizing social media to further increase communication flow for the four (4) communities. McLain spoke with several community managers and clerks about the importance of social media, including web sites. Constructive feedback from the residents is important and needs to be informative. During the CAC meeting White showed the committee the same budget which had just been discussed. Following Fenberg's suggestion from the last BACB meeting, Abraham wrote several sentences highlighting important items from previous BACB's meeting minutes and shared it with the Board members. He suggested that such a report could be put on the front page of the BACB website and sent to the communities.

The next CAC meeting will be a Zoom meeting, Thursday, June 3 at 4:30 PM. McLain reminded the new members of the Board that all meetings were open to anyone. McLain thanked Abraham for his suggestions on how to do more outreach. She also had some suggestions.

McLain emphasized that the Cable Board was an independent entity and would provide the facts about certain issues but further action would be handled within the individual communities.

There was a brief discussion about "live captioning" of meetings versus an "automatic captioning" system.

PEG Committee

There will be a PEG meeting following this meeting. Tootell reported that the Beverly Hills Music in the Park on Friday, June 4 will be recorded. She provided all the details about location but was unsure of the exact time. She also noted that attendees would be wearing the color orange in recognition and support of anti-gun violence.

EXECUTIVE DIRECTOR’S REPORT

White referred to her monthly report dated May 12, 2021. One complaint from last month that involved a Comcast wire in a Birmingham resident’s back yard has been resolved. There were two (2) new complaints since her last report. The first (1st) was from a Birmingham resident who previously had a complaint about data overage fees. This new complaint was a follow up. Even though Comcast had agreed to waive the installation fee for the new modem, the resident’s bill did not reflect it. An executive care representative has now credited his account. This complaint is closed. This same resident now has other issues which have been submitted back to Comcast. The second (2nd) complaint was from a Franklin resident who had contacted Comcast about putting her phone service on “seasonal hold” as she would be out of town. This was not done and she was unable to get Comcast to adjust her bill. An escalation team representative contacted the resident, and her account has been credited. This complaint is closed.

FINANCIAL

Financial information for MBS, BBCU and Beverly Hills accounts as of April 30, 2021 was emailed to the Board Members, as well as BACB financial reports for April, 2021.

White wrote four (4) checks since the last meeting; the largest one was to the Birmingham Bloomfield Credit Union for BACB’s Visa bill for insurance, telephone and office expenses.

ADDITIONAL NOTES

Comcast notified BACB of the implementation of the Federal Government’s Emergency Broadband Benefit Program which she had previously explained. Mazurek, Comcast representative, would further expound on this subject.

PROVIDER RELATED TOPICS

a. Comcast

Mazurek wanted to make sure BACB was aware of the FCC Emergency Broadband Benefit Program which opened up on May 12. It will be a \$50/month subsidy providing assistance to eligible households. This is geared to low-income families. More information can be found on the FCC website, getemergencybroadband.org or on Comcast’s website Xfinity.com/EBB. He also provided information that Comcast’s access to 10 Gigs may be in the near future as test trials are ongoing. The company is now at 6 Gigs.

McLean mentioned that Comcast had already buried its upgraded lines underground in the rights-of-ways. She also complimented Mazurek for his quarterly visits to the BACB meetings, the quick responses of the Comcast escalation team to the public and emphasized that BACB members do not receive special attention when personally dealing with the Providers. She provided information for the public that there is a difference between broadband, cable

connection and cell service and that the Cable Board only deals with the cable part of a resident's bill.

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 received a "door hanger" from WOW. The company was going door-to-door advertising its service in hopes of expanding its area footprint.

She reminded residents to carefully check their bills as well as making sure their equipment was updated and in good working condition.

BAPA/BAMA REPORT

Rota referred to his memo to BACB dated May 13, 2021. He listed 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, 14 programs by producers and organizations (which he identified) were taped via Zoom. He listed the high school sporting events which were covered via Zoom.

Rota has been notified that the parades in Birmingham and Beverly Hills and the Concerts in the Park have been cancelled. Instead, reruns will be scheduled, including a Beverly Hills Memorial Day Parade marathon.

PRODUCER WORKSHOP

Since the studio is closed, for those interested in producing a program or want to volunteer behind the scenes, please call the office at 248-433-7790 to set up a future time and date.

STUDIO UPDATE

For new Board members, give the office a call to schedule a future date and time for a studio tour. The Board will be notified when the studio will reopen for in-person programing.

MEMORIAL DAY

Since the parade and carnival in Beverly Hills have been cancelled, there will be a marathon of the Village of Beverly Hills Memorial Day Parades and Carnivals (2011-2019), starting at 9 AM.

The Beverly Hills Concert will be on Friday, June 4 at 7 PM. and will be videotaped for re-broadcast at a later date.

Rota shared the good news that Greg Black became a DAD yesterday evening. He and Ellen are proud parents of Benjamin and all are doing well. CONGRATULATIONS!

OLD BUSINESS

White acknowledged that she missed Kathleen Tootell's attendance at the meeting and her votes in the Roll Call. White asked her to verify that her votes would be "Aye". Tootell stated she approved of everything that had been discussed and voted on and acknowledged she was located in Beverly Hills, MI.

NEW BUSINESS.

McLain shared the different monikers of the various state NATOA organizations. Some groups are very large and are active in legislation and others are observant. She believes MI NATOA is in the middle with passionate people who have made a difference in local regulations in terms of cable. MI NATOA has been approached and is considering merging with a smaller organization that is also involved in cable advocacy. The existing MI NATOA members would be consulted on a new name. She believes it is necessary for the smaller organizations to merge in order to make a bigger influence on those in higher positions.

PUBLIC COMMENTS

There were none.

BOARD COMMENTS

McLain advised motorists to be careful of motorcyclists and please watch for pedestrians walking.

There will be a PEG meeting following this meeting.

There being no further business, the meeting was adjourned at 9:00 AM.

**Birmingham Area Cable Board
Proposed Budget
Year Ended June 30, 2022**

	Current Budget Year Ended June 30, 2021	Proposed Budget Year Ended June 30, 2022
Franchise Fee Income:		
Beverly Hills Franchise Fee	45,600	43,320
Bingham Farms Franchise Fee	8,000	7,600
Birmingham Franchise Fee	165,500	157,225
Franklin Franchise Fee	17,900	17,005
Total Franchise Fee Income	237,000	225,150
Board Expenses:		
Accounting Expenses	2,400	2,400
Administrative Grants	105,740	96,390
Advertising - Community Outreach	1,000	500
Bank Service Charges	60	60
Conferences	1,000	900
Contract labor	1,500	1,500
Executive Director	40,000	40,000
HR Services	1,000	900
Insurance	3,000	3,000
Mileage	1,000	800
Memberships	1,500	1,500
Office Expense	4,500	4,500
Telephone	1,200	1,100
Website	3,500	3,500
Auditing	9,000	9,500
Legal Fees	30,000	28,000
Technical Support	600	600
Total Board Expenses	207,000	195,150
Municipal Support Services	30,000	30,000
Total Franchise Fee Expenses	237,000	225,150
Net Franchise Fee Income	0	0
PEG Revenue:		
Total PEG Revenue	416,975	396,125
Other Income		
Interest Income	25	25
Other Income	1,000	1,000
MBS Gains	5,100	6,100
Total PEG Income	423,100	403,250
PEG Operations		
Cable Contractor	245,800	245,800
Communications Expense	2,500	2,200

Equipment Purchases	20,000	20,000
Grants	103,800	84,800
Production Truck	10,000	10,000
Production Crew Uniforms	1,000	450
Program Expense	40,000	40,000
Total PEG Operations	423,100	403,250
Net PEG Income	0	0

MEMORANDUM

DATE: June 2021

TO: Board Members

FROM: Cathy White

Re: Monthly Report

CUSTOMER COMPLAINTS

We have received two (2) complaints since the date of my last report. Complaint No. 2021-13 was received from a Birmingham resident who submitted previous complaints about data overage fees and an improperly charged installation fee that were resolved. This complaint concerns service issues that he subsequently experienced. An escalation team representative spoke with him on May 21, 2021, apologized for the previous problems and explained the credits that were issued on his account for the data overage fees and the installation charge. She scheduled an appointment at the customer's request to replace his modem and to investigate an intermittent internet service problem he was having. She also issued him a credit for the intermittent service issues for the period of 3/23/21 – 5/25/21. The customer further stated that he did not get the monthly rate promotion promised on 4/6/21 when his son changed the package on his behalf. Based upon a review of the previous escalation, Comcast indicates that he is receiving the promised rates. On May 25, 2021, a technician replaced the customer's modem, a drop connector and interior wiring. On 6/2/21, the escalation team representative called to confirm the customer's satisfaction. She sent a follow-up letter on 6/3/21 and provided her direct contact information should the customer need additional assistance. This complaint is now closed.

Complaint No. 2021-14 was received from a Beverly Hills resident who requested assistance in getting a large, unsightly coil of cable removed from a utility pole across from his front yard. It was not clear which cable provider owns the cable so this complaint has been submitted to all three providers. This complaint is pending.

FINANCIAL

The account balance for the MBS, BBCU and Beverly Hills accounts as of May 31, 2021 will be e-mailed to all Board members, as well as BACB financial reports for the month of May, 2021.

CHECK DISBURSEMENT

One (1) check has been written since the date of our last meeting as follows:

1. Franklin Historical Society (PEG grant): \$1,123.80

ADDITIONAL NOTES

1. Comcast has notified us that they were informed by the distributor of Newsy that effective June 30, 2021 the channel will cease operation as a traditional TV channel. It will continue to be available as part of the Xumo app.
2. I attended a webinar on June 3, 2021 presented by the Connecting Michigan Taskforce. This taskforce consists of thirteen different state agencies aimed at better coordinating broadband activity within the State, collectively advocating for Michigan broadband at the federal level and implementing broadband projects. The focus of the taskforce is fixed, terrestrial broadband (fixed wireless, cable, fiber and DSL), not mobile broadband or satellite. There are 1.24 million households in Michigan that do not have a fixed, terrestrial broadband connection due to a lack of access or device, or service affordability. The federal efforts to address this problem include (1) the Emergency Broadband Benefit program launched on May 12, 2021 (which we have discussed previously), (2) the NTIA Broadband Infrastructure Program which provides grants for deployment of broadband infrastructure that involve a partnership between public entities and ISPs (Internet Service Providers) in eligible areas and (3) Local Fiscal Recovery Funds for unserved or underserved areas (those without 25/3 Mbps service). Efforts within the State of Michigan include the Connecting Michigan Communities Grant Program, the Michigan Infrastructure Council's "Dig Once" Project Portal and the newly-created Michigan High Speed Internet Office (established in the Department of Labor and Economic Opportunity).



Bloomfield Community Television

Memorandum

Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report May 20, 2021, through June 16, 2021

Date: June 10, 2021

Cc: Greg Black; Cathy White; Elaine McLain, Heather Mydloski

BAMA Programs

During this time period we've completed all regularly scheduled municipal meetings, which include: the BACB meeting, Baldwin Public Library Board and Trust meeting, the Village of Bingham Farms meeting, The Village of Beverly Hills Council meeting, The Village of Franklin Council, Zoning Board of Appeals, and Planning Commission meetings, The City of Birmingham's, Parks and Rec Board, Advisory Parking Committee, Zoning Board of Appeals, Multi-Modal Board, Historic Board and Design Review Board Meetings.

BAPA Programs

From BACB area individual producers and organizations, we've taped 13 programs

- ❖ *About You* hosted by Ellen Rogers.
- ❖ Two *Patriot Lessons* hosted by Judge Michael Warren.
- ❖ Two Michigan Planning Today hosted by Robert Gibbs.
- ❖ Three *Gracefully Greying* hosted by Henry Gornbein.
- ❖ Three *Eye on Oakland* hosted by Chuck Moss.
- ❖ *Birmingham Republican Women's Club* Lecture with Oakland County Commissioner, Eileen Kowall.
- ❖ Village of Beverly Hills *Concert in the Park Northgate Drive*.

PRODUCER WORKSHOP

We are offering a one on one session for those who are interested in producing their own show and to those who want experience behind the scenes. Please call 248-433-7790 and we can schedule a date and time with you.

STUDIO UPDATE

We will continue using zoom for all studio productions and as soon as I have information on our studio reopening, I will let everyone know. Thank you for your patience.

MEETINGS TO MEET IN PERSON STARTING IN JULY

I've been scheduling time and working with all my contacts in all four Communities, testing equipment and getting everything set up and ready to roll for in person meetings that are rumored to start up in July.