

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, February 17, 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 January 20, 2021-M
3. Public Comments
4. MBS Presentation
5. Committee Reports
 - a. Cable Action Committee
 - b. PEG Committee
6. Executive Director's Report
7. Provider Related Topics
 - a. Comcast
 - b. AT&T
 - c. WOW
8. BAPA/BAMA Report
9. Old Business
10. New Business
11. Public Comments
12. Board Comments
13. Adjourn

PEG Committee Meeting immediately following the Regular Meeting

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – JANUARY 20, 2021

Present: Abraham (Birmingham), Eick (Birmingham), Fenberg (Birmingham), Elaine McLain (Birmingham), Shand (Birmingham). Cleary (Florida)– Birmingham Tootell (Beverly Hills) – Beverly Hills
Blackburn (Bingham Farms) – Bingham Farms
Mydloski (Franklin) - Franklin

Absent: Gugni, Henry, Burry

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

McLain, called the meeting to order at 7:49 AM via Remote Zoom.us with closed captioning. Each member identified his/her present location, as indicated above. She welcomed the new members: Jim Cleary from Birmingham, Kathleen Tootell from Beverly Hills and Lisa Blackburn from Bingham Farms.

APPROVE MINUTES OF CABLE BOARD MEETING HELD December 16, 2020.

Motion by Shand, seconded by Fenberg to approve the minutes of the Cable Board meeting on December 16, 2020, as presented.

On page 3, McLain requested that the red line at the bottom of the page be erased.

Motion by Shand, seconded by Fenberg to approve the minutes of the Cable Board meeting on December 16, 2020, as amended.

Roll Call Vote

Fenberg	Aye
Eick	Aye
Abraham	Aye
Mydloski	Aye
Shand	Aye
Tootell	Aye
Cleary	Aye
Blackburn	Aye
McLain	Aye

Motion Passed. (9-0).

PUBLIC COMMENTS

There were no public comments at this time.

TREASURER’S REPORT

Fenberg reported the financial information for MBS, BBCU and Beverly Hills accounts as of December 31, 2020. For the new members, he explained why the BACB’s investments mature at different times, using a “ladder system”.

COMMITTEE REPORTS

Cable Action Committee

Abraham reported that the CAC did not have a meeting in January 2021 as there was nothing to discuss. The next scheduled meeting via Zoom will be Thursday, February 4, 2021. McLain suggested the newest members attend this meeting so they can go over the New Member Manual. For those who can not attend, an individual meeting can be scheduled.

PEG Committee

Mydloski stated the committee did not have a PEG meeting last month; however, on January 6 she attended the Program Development Committee meeting for BCTV, which will be discussed later in this meeting. There will be a PEG meeting directly following this meeting. McLain explained that the PEG meeting is open to anyone on the Board. PEG stands for Public Educational and Governmental Television.

EXECUTIVE DIRECTOR'S REPORT

White referred to her monthly report dated January 14, 2021. There was only one (1) complaint since her last report. It was from a Franklin resident who stated that AT&T had improperly installed a cable wire from a telephone pole along hers and her neighbor's property line. The cable was hanging about a foot off the ground. This complaint is pending.

FINANCIAL

Financial information for MBS, BBCU and Beverly Hills accounts as of December 31, 2020 was sent to the Board Members last night.

White wrote five (5) checks since the last meeting: the four (4) largest checks were for the Administrative Grants.

ADDITIONAL NOTES

BACB sometimes crosses over into telecommunication matters. In this case, she reported about the bombing in Nashville and the impact it had on the telecommunications infrastructure which created major regional issues, especially with AT&T. She detailed the telecommunications outages in Tennessee, Kentucky and Alabama. Because of this, a U.S. Representative from Nashville wanted Congress to examine and reduce telecommunication vulnerabilities.

White will be compiling and emailing a new Board Member roster this month to all Board Members.

Tootell commented that the Nashville incident brought up the importance of connectivity and having a contingency plan. Due to her data communications network services and equipment experience, she has some background in these connectivity issues. She offered to help BACB if there was an interest in pursuing this matter. McLain suggested this be brought up in the CAC meeting. Tootell also added that censorship of peoples' voices being silenced was increasing on the different platforms. She questioned if there would be more demand on public access to be able to have a way of communicating more openly? Might BACB want to have some discussions about this? McLain noted that Rota would have and can explain specific rules and regulations to which BACB must conform.

McLain directed some questions to White about this month's Financials concerning the PEG and Franchise fees. White reminded her that this was a monthly report and directed her attention to the third column which reflected the revenues received up to December 20, 2020. White continued by explaining the specific quarterly payment process the providers follow. She also explained the process of transferring money to the Credit Union if or when the Fund Balance of an account is above a certain amount.

White answered Mydloski's inquiry about the memberships BACB has: the National NATOA, Michigan NATOA and Birmingham Chamber of Commerce.

Currier answered some questions posed by Tootell regarding the interlocal agreement, funding and restrictions. Tootell also questioned if there was any alternative funding for BACB.

PROVIDER RELATED TOPICS

McLain gave a brief explanation that in the past each provider would have a representative come to these meetings; however, that has changed. Kyle Mazurek from Comcast will still come for his quarterly visit which is much appreciated. For the new members, each provider has an escalation team or individual who will work on any complaints or concerns BACB received from a resident about service or connectivity. She explained the process, pointing out that typically complaints are resolved within 24 hours after received by BACB.

White said that Mazurek from Comcast has sent her some information and she will report on it next month.

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.

BAPA/BAMA REPORT

Steve Rota wished everyone a Happy New Year and welcomed the new Board members. He is the Operation Manager at Bloomfield Community Television and expounded on his responsibilities and duties.

He referred to his January 14, 2021 report and listed all the completed **BAMA** regularly scheduled municipal meetings: the BACB meeting, Parks and Rec Board meeting, Zoning Board meeting, Advisory Parking Committee meeting, the Multi-Modal Board meeting, Bingham Farms Council meeting and the Baldwin Public Library meeting.

He thanked Eric Brunk and his team who have been covering some of the Birmingham meetings since this past March.

For the **BAPA** Programs, 15 programs by producers and organizations, which he identified, were taped through Zoom and require everyone to come into the studio and record on the computer. He was pleased that the programs are continuing via Zoom and would be broadcast on the website and on the channel.

PRODUCER WORKSHOP

As usual, for those interested in producing a program, please call the office at 248-433-7790 to schedule a future appointment. When it is safe, the studio will reopen to do those shows. Producer Workshops would also resume and those interested would be able to volunteer to learn and experience behind the scenes.

STUDIO UPDATE

For the safety of all during this pandemic, BCTV continues using Zoom for all studio productions. Once the “all clear” notice is posted to reopen the studio to do shows, he will advise everyone. He thanked everyone for their patience and the producers for their flexibility doing their shows through Zoom.

PROGRAM DEVELOPMENT COMMITTEE MEETING

Referring to the already mentioned Committee meeting (Mydloski, Rota, Black and Diane Burk, a Birmingham resident, were in attendance) which was held January 6, 2021, two (2) new shows via Zoom were proposed and approved. However, both producers chose to wait until the studio opened before they began production. Pre-production will begin as soon as possible.

A PEG meeting will follow this meeting.

Rota reported that usually 700-800 shows are produced a year. These would include the public programs, the organizational programs, the sporting programs and all the meetings. The numbers for 2020 were different due to the pandemic; however, hopefully, that will change. He also identified and explained the responsibilities of all the staff members, part time workers and volunteers.

In addition, Rota informed the new members and residents how to view the different programming including all meetings: on the BACB website, on the Video on Demand portion of the website for past shows from 2010 to the current 2021, on the individual community’s website and any rebroadcasts on WOW, Comcast or AT&T. For those who cut the cord, the programs can be seen on any community website, as well as on a phone.

At the moment no tours are scheduled; however, when it is deemed safe to have people in the studio Rota will continue the tours for all new and old members.

OLD BUSINESS

None

NEW BUSINESS.

Jim Cleary gave some background information about himself, including his advertising and marketing career and why he joined the Cable Board. McLain was very positive about the expertise he could bring to the Board.

Kathleen Tootell, now retired, began her diverse professional career in the telecommunication industry at Michigan Bell in the marketing department. She worked for a data communication manufacturer, sold fiberoptics and years later after getting her degree in Communications ended her career in advertising sales for Yellow Pages. She is a long-time resident of Beverly Hills and has been involved in the Village's different issues.

PUBLIC COMMENTS

There were none.

BOARD COMMENTS

McLain asked Blackburn her reasons for coming to the Cable Board. Blackburn recognized it will be hard to fill Mel Ettenson's shoes in representing Bingham Farms; however, she saw a new opportunity for her to volunteer in the community.

McLain provided some information about Bingham Farms, emphasizing Ettenson's long-standing involvement in the community, which included his final achievement of initiating the broadcasting of its Council meetings.

There being no further business, the meeting was adjourned at 8:47 AM.

MEMORANDUM

DATE: February 11, 2021

TO: Board Members

FROM: Cathy White

Re: Monthly Report

CUSTOMER COMPLAINTS

We have received one (1) complaint since the date of my last report. Complaint No. 2021-2 was received from a Birmingham resident who stated that she has been receiving much lower internet speed from Comcast than what she has been paying for. Although internet issues are not part of our core mission, we agreed to assist her as a courtesy and submitted her complaint to the Comcast escalation team. She also requested an adjustment to her bill due to this ongoing issue. On January 31, 2021, a service call was scheduled during which time the Comcast technician diagnosed and corrected the issue by replacing a defective inside wiring cable and defective modem. Service levels are now within specifications. In addition, a credit of \$168.04 was applied to her account, as well as a credit of \$39.99 for the in-home visit. The credits will be reflected on the subscriber's next bill. This complaint is now closed.

FINANCIAL

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

CHECK DISBURSEMENT

Ten (10) checks have been written since the date of our last meeting as follows:

1. Birmingham Bloomfield Credit Union (Visa-phone bill and office supplies): \$268.99
2. City of Birmingham (Administrative Grant): \$45,807.00
3. Village of Beverly Hills (Administrative Grant): \$30,596.00
4. Village of Franklin (Administrative Grant): \$10,958.00
5. Village of Bingham Farms (Administrative Grant): \$3,486.00

6. MMRMA (2nd installment of liability insurance costs): \$750.00
7. MMRMA (liability insurance): \$1,615.00
8. Charter Twp. of Bloomfield (BCTV internet costs): \$ 430.05
9. Birmingham Bloomfield Chamber of Commerce (annual dues): \$210.00
10. Clearview Captioning (closed captioning services): \$150.00

ADDITIONAL NOTES:

1. Comcast has notified us that it is opening a new Xfinity Store at 1991 S. Telegraph Rd, Bloomfield Hills, MI. Comcast customers will have the opportunity to explore, learn about and interact directly with the latest Xfinity products and services, including the X1 Entertainment Operating System. Customers can also pay their bills using express payment kiosks. The new facility will operate expanded hours, Monday through Saturday from 9 am until 7 pm and on Sunday from noon to 5 pm.
2. Comcast is expanding its efforts to bridge the digital divide in Michigan. After completing the launch of its first 20 WiFi-connected "Lift Zones" in Detroit in early January, the company announced that it will expand this program to establish more locations across Michigan before the end of this year. Lift Zones are designed to help low-income students who, for a variety of reasons, are unable to connect to distance learning at home. Comcast provides robust WiFi hotspots in community safe spaces designed to help students get online, participate in distance learning and do their homework. Many of these sites also serve adults and can connect them to online adult education, job searches, healthcare information and public assistance. Any nonprofit organization, government agency, public housing or other establishment that is interested in becoming a Comcast Lift Zone and is located within the company's Michigan serviceable area can send an email to CENHRT_LiftZones@comcast.com for more information. Criteria for becoming a Lift Zone include: (a) On-site adult supervision to monitor activity during all hours of operation, (b) Enforcement of COVID-safety protocols, (c) Allocation of adequate space with chairs and computers conducive for learning and (d) I.T. support.
3. Comcast also provides low-cost Internet service for \$9.95/month (plus additional taxes and fees), the option to purchase a heavily subsidized computer and multiple options for free digital literacy training through its Internet Essentials program. Comcast is providing 60 days of free Internet Essentials service for qualifying low-income families that sign up before June 30, 2021. Additionally, the company increased speeds for all new and existing Internet Essentials customers at no additional cost.



Bloomfield Community Television

Memorandum

Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report January 21, 2021 through February 17, 2021

Date: February 11, 2021

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

BAMA Programs

During this time period we've completed all regularly scheduled municipal meetings, the BACB meeting, Parks and Rec Board meeting, Zoning Board meeting, the Multi-Modal Board meeting, Bingham Farms Council Meeting and the Baldwin Public Library Board Meeting.

BAPA Programs

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

- ❖ *Managing Problems of Daily Living* hosted by Linda Sircus.
- ❖ *Two Patriot Lessons* hosted by Judge Michael Warren.
- ❖ *Two Michigan Entrepreneur* hosted by Tara Kachaturoff.
- ❖ *Two About You* hosted by Connie Hogan and Ellen Rogers.
- ❖ *Five Gracefully Greying* hosted by Henry Gornbein.
- ❖ *Birmingham Republican Women's Club* Lecture with Chuck Moss.

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.