

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, March 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 February 17, 2021-M
3. Public Comments
4. PEG Grant Request- City of Birmingham-M
5. Approve Filming Spring Sports Events (not to exceed 8 events)-M
6. Committee Reports
  - a. Cable Action Committee
  - b. PEG Committee
  - c. Personnel Committee
7. Executive Director's Report
8. Provider Related Topics
  - a. Comcast
  - b. AT&T
  - c. WOW
9. BAPA/BAMA Report
10. Old Business
11. New Business
12. Public Comments
13. Board Comments
14. Adjourn

PEG Committee Meeting immediately following the regular meeting

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – FEBRUARY 17, 2021

Present: Abraham (Birmingham), Fenberg (Mexico), McLain (Birmingham), Shand (Birmingham), Cleary (Colorado) – Birmingham  
Tootell (Beverly Hills), Gugni (Beverly Hills), Henry (Beverly Hills) – Beverly Hills  
Blackburn (Bingham Farms) – Bingham Farms  
Mydloski (Franklin) - Franklin

Absent: Eick, Burry

Also Present: White - BACB Executive Director (Livonia)  
Currier – Attorney for Cable Board  
Chas Kipp – Multi-Bank Securities  
Kyle Mazurek - Comcast  
Rota – Bloomfield Community Television  
Brunk – IT Manager, City of Birmingham

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

**APPROVE MINUTES OF CABLE BOARD MEETING HELD January 20, 2021**

Motion by Mydloski, seconded by Fenberg to approve the minutes of the Cable Board meeting on January 20, 2021, as presented.

On page 3, after the last sentence of the third (3<sup>rd</sup>) paragraph, McLain added, “There was a discussion about the restrictions for funding due to the interlocal agreement and the return of excess funds to the communities.” She explained this last sentence needed to be added as it was a critical clarification going forward of how and why BACB does what it does.

On page 4, under **PROGRAM DEVELOPMENT COMMITTEE MEETING**, at the end of the first sentence, McLain corrected the spelling of a member’s name. It should be “**Dr.** Diane Burke”.

Motion by Mydloski, seconded by Fenberg to approve the minutes of the Cable Board meeting on January 20, 2021, as amended.

**Roll Call Vote**

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

Motion Passed. (10-0).

### **PUBLIC COMMENTS**

There were no public comments at this time.

### **MBS PRESENTATION**

Chas Kipp, Senior Vice President, Multi-Bank Securities, gave an overview of how this year would be approached, in terms of spending and disbursements and the current challenge of how to foresee when and if the changes in the interest rates might happen. The goals were to keep the monies available for expenditures and at the same time try to earn as much interest as possible while keeping the money safe. This was a month-to-month situation. As the next maturity date comes closer in April, he will be looking at the Cable Board's potential inflows and outflows and then find the best options and the best additions to the investments.

Kipp gave an overview of MBS for the new members, stressing that this was a fixed income institutional firm, completely in the Bond market (CD's, US Treasuries, government agencies, and more). The investments must be within the guidelines of BACB's investment policy statement and Michigan Public Act 20. McLain noted that BACB's Investment Policy was in the New Member Manual.

Henry inquired whether the BACB's nest egg would be protected in these uncertain times. Kipp answered by giving a comprehensive, hypothetical answer to the hypothetical question. Fenberg added that typically the BACB holds its investments to maturity and therefore it is not affected by market fluctuations. McLain also added that when a maturity is close there is a discussion about possible projects in the future and the revenue stream.

Kipp invited members to call or email questions to him. McLain, Fenberg and White have all his information.

### **COMMITTEE REPORTS**

#### **Cable Action Committee**

Abraham reported that the CAC had a meeting on February 4. White, McLain, Henry, Tootell, Cleary and Abraham were present. This was a new member orientation meeting and White went over the new member manual. Tootell inquired about the role of Board members and Henry replied that the financial responsibility of the Cable Board was its most important role. The website was discussed. The next meeting will be March 4, 2021.

McLain added that there was a discussion of putting the new member manual online when the website is changed. White's work with Muniweb is progressing. There have been some changes with more to come and some elements need to be updated. White encouraged members to let her know if they see anything that needs attention.

#### **PEG Committee**

Mydloski stated the committee had a meeting January 20 immediately following the BACB meeting.

In attendance were Mydloski, Rota, McLain, Tootell, White, Fenberg, Abraham and Cleary. The topic centered around WOW proposing to offer an HD channel. If BACB were to stream it on the PEG channel, BACB would need some equipment to do so. The cost specifics were discussed with Rota who will speak to this later. One concern was that the equipment might not be compatible with AT&T and Comcast.

There will be a PEG meeting following this meeting.

Rota had talked with Laura from WOW who told him about the rollout of the HD Channel for the PEG channel. BCTV has the equipment to send out the HD signal; however, more equipment would be needed. WOW advised him that Advanced Lighting and Sound had the equipment and the cost would be \$5,081 for equipment and installation. Rota clarified that as of yet WOW did not have its infrastructure in place and was not ready for the HD channel; however, Rota wanted to plan ahead. McLain explained that not every provider sends out an HD signal for the PEG channel; however, Comcast and AT&T do.

Mydloski asked Rota to comment on obtaining other quotes. Rota responded that, as always, he will go out for competitive bids from the vendors; however, Advanced Lighting and Sound usually has the better offer since it usually has a lower installation cost.

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

White referred to her monthly report dated February 11, 2021. There was only one (1) complaint since her last report, and it came from a Birmingham resident who stated that she was paying for a faster internet speed from Comcast than what she was receiving. Even though BACB doesn't normally deal with the internet, her complaint was submitted to the Comcast escalation team as a courtesy. In addition, the resident requested an adjustment to her bill. A Comcast technician found the problem and replaced a defective inside wiring cable and defective modem. A large credit would be applied to her next bill as would the cost of an in-home visit. The complaint is closed.

#### **FINANCIAL**

Financial information for MBS, BBCU and Beverly Hills accounts as of January 31, 2021 was sent to the Board Members. The balance at Beverly Hills was getting high so she would be transferring funds into the Credit Union account. The Administrative Grants were paid this month, and this did not reflect Birmingham's grant as its check had not been cashed at the time this report was compiled.

White wrote ten (10) checks since the last meeting; four (4) of which were for the Administrative Grants which had been approved. Also paid was a bill for the liability insurance which was the last installment for the year.

#### **ADDITIONAL NOTES**

Her additional notes dealt with Comcast which Mazurek would address in his report.

**PROVIDER RELATED TOPICS**

**a. Comcast**

Kyle Mazurek from Comcast reported that a new Xfinity store had opened in Bloomfield Township at 1991 S. Telegraph Rd. He noted that the Comcast app has many features, including store locations closest to the customer and the ability to book an appointment at any store. Comcast has begun to launch “Lift Zones” in southeast Michigan. These are community-type spaces with robust WiFi hotspots which would provide connectivity and access points for those low-income students who are unable to connect to online learning classes from their homes. These spaces were also available to adults for adult education and more. Mazurek spoke about a new program, “Rise”, which focuses on low-income families in the city of Detroit and will provide low-cost internet service for \$9.95/month. This service will include several options through its 60-day free “Internet Essentials Program”. Also, Comcast will be awarding \$1Million in grants to small businesses. Information can be accessed at ComcastRise.com. The application period is March 1 – March 14.

Mydloski had questions concerning the low-cost internet service: “Internet Essentials Program”. Mazurek explained the difference between that program and the “Lift Zone” initiative. He also added that there was a partner program connected with school districts in disadvantaged areas. This was for those districts which want to underwrite the cost of the “Internet Essential Program” for its low-income households.

McLain complimented the work the providers have done to support the four (4) communities’ infrastructure and the residents’ needs during this COVID-19 period. Information about education, connectivity, health, safety and more are among other issues which all four (4) communities need to share on their websites. These items are not always obvious and these pieces of information are critical. The public should have access to all.

McLain inquired whether Mazurek had any information about Comcast’s plans to change PEG-SD to PEG-HD. Mazurek did not know and could only state that the policy in Michigan continues to be SD for the seeable future.

**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 encouraged residents to exchange or upgrade their equipment now and not wait until spring to do it when the demand might be more.

White complimented Mazurek and the Comcast escalation team for being so helpful to her and for making her job easier.

### **BAPA/BAMA REPORT**

Rota referred to his February 11, 2021 report and listed all the completed **BAMA** regularly scheduled municipal meetings: Baldwin Public Library Board Meeting, Bingham Farms Council Meeting, all the Birmingham meetings, Franklin Council Meeting and the BACB Meeting.

For the **BAPA** Programs, 13 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 experience behind the scenes, 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.

### **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.

Periodically (at least once a month), Rota has been attending to the truck to make sure the equipment was running smoothly. He added that if there were multiple meetings going on at the same time, he has one going on in the control room and one being recorded in the truck. Today he would be taking the truck over to Franklin to double check its equipment. He was aware that some communities might be doing meetings in person and via Zoom (a hybrid situation), so he will also be making his rounds to those sites to check on the different scenarios.

Tootell inquired whether other organizations in Beverly Hills could have recorded meetings in the municipal building, such as a garden club or water conservation. Rota explained the current process and suggested that when the Village resumed meetings, she should speak with the City Manager. He pointed out there were other meeting places in the Village which might be able to accommodate the number of people she wanted. He also suggested doing a Zoom meeting, such as this one and record it. Tootell had further questions for Rota concerning the types, formats and locations of events being recorded during the pandemic, as well as ideas for some future shows which might be of community-wide interest. She and Rota will talk about the possibilities.

### **OLD BUSINESS**

McLain attended the Michigan NATOA (local chapter of National Association of Telecommunications Officers and Advisors) chat. Currently there was no litigation; however, Currier will advise BACB if and when there was.

McLain also attended a Zoom NEXT Board meeting yesterday. She reminded residents to donate items which would benefit Seniors or anyone over the age of 50, i.e., clothing or equipment from care giving.

**NEW BUSINESS.**

McLain shared that there was an initiative in Birmingham where the Fire Chief and Mayor could get certified to administer COVID vaccine injections. As of now, they hadn't received clearance; however, this would be beneficial to the NEXT members as they could receive the shots at the NEXT building and not have to go through a traditional hospital system.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

Mydloski thanked McLain for sending out an article which she felt was truly relevant to BACB as it reflected what our PEG Channel does: inclusion and diversity. McLain stated that the theme of the article was local color, flavor, public programming. The spectrum is particularly important.

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



# MEMORANDUM

IT Department

**DATE:** 02/01/2021

**TO:** Elaine McLain, Chairperson  
Birmingham Area Cable Board Members

**FROM:** Eric Brunk, IT Manager

**SUBJECT:** Equipment Upgrade – Department of Public Services

The City of Birmingham would like to improve the equipment used for meetings in our DPS Conference room as well as add some cameras for recording and streaming of meetings.

The Conference room at DPS is used monthly for our Parks and Recreation board meeting, occasionally for joint meetings between our City Commission and other boards as well as for meetings or training that require a large room. Often BACTV would setup portable studio equipment, record the meeting, post the meeting on the BACB website and give the City a copy to post on the City's website. With Covid 19 still prevalent we see the City using this room more often for live meetings that require the space for attendees to spread out for safety. To this end we would like to replace the aged equipment being used in this room as well as add some cameras that we can tie back to the production room in the City Hall for recording and live streaming of those meetings.

The IT department asked Advanced Lighting and Sound to come in, evaluate the existing equipment, provide a recommendation and a quote for its replacement, as well as a recommendation and quote to add 2 cameras to the room for recording and streaming purposes.

Normally the City would request quotes from three vendors for a project of this scope, but in the past either no other vendors were interested in taking on the project or being that they were not based in the Metro-Detroit area their installation costs were prohibitive.

Advanced Lighting and Sound is a local vendor that we have used for other installations of audio/video equipment at the City. They know our environment and being local can readily support the environment if we have issues.

Shawn Watts from advanced Lighting and sound put together a proposal with the following cost breakdown. A copy of his quote is attached for your review.

Video upgrade – \$4,523.00  
Additional Cameras – \$5,834.00  
Installation - \$2,425.00  
Total Cost - \$12,782.00

The City of Birmingham respectfully requests the Birmingham Area Cable Board for a grant to cover the cost in part or in whole of this project.

Thank you for your consideration.



**Advanced Lighting & Sound**

Phone: 248-817-2092  
 Fax: 248-817-2093  
 1026 Maplelawn Drive  
 Troy, MI 48084

**Quote**

No.: **15675**  
 Date: 1/20/2021

Prepared for:

City of Birmingham  
 151 Martin Street  
 Birmingham, MI 48012 USA

Prepared by: Shawn Watts

Account No.: 615

Phone: (313) 644-1800

Qty	Manuf	Item ID	Description	Sell	Total
<b>VIDEO UPGRADE</b>					
1	Panas	PT-VMZ50U7	5000 Lumen WUXGA Laser Projector with Lens, White	\$2,405.00	\$2,405.00
1	Chief	SLBLEGW	SLB/SLM UNIVERSAL LEG WHITE	\$15.00	\$15.00
1	Chief	RSAUW	MINI RPA UNIVERSAL WHT	\$155.00	\$155.00
<b>1/1/2017</b>					
1	DA-LI	20892L	COSMO 123D 65X104NPA MW	\$1,181.00	\$1,181.00
1	Krame	WP-20(W)	HDMI & XGA HDBaseT Transmitter	\$767.00	\$767.00
<b>VIDEO UPGRADE SUBTOTAL</b>					<b>\$4,523.00</b>
<b>PTZ CAMERA ADD</b>					
2	Panas	AW-HN40HWPJ	PTZ camera: 30x optical zoom lens, HDMI out, NDI - White	\$2,780.00	\$5,560.00
2	Vaddi	535-2000-243	THIN PROFILE WALL MOUNT SONY/PANA CAMS	\$118.00	\$236.00
1	The R	ISOBLOX	SIGNAL ISOLATOR	\$38.00	\$38.00
<b>PTZ CAMERA ADD SUBTOTAL</b>					<b>\$5,834.00</b>
<b>INSTALL</b>					
1	ALS	Install	Install Materials- CATx, audio cabling and connectors	\$225.00	\$225.00
1	ALS	Labor	Installation Labor - Wall mount screen, replace projector, wall plate, cable to projector, (2) PTZ cameras	\$1,700.00	\$1,700.00
1	ALS	Shipping	Shipping Charge	\$200.00	\$200.00
1	ALS	System PM	Project Management of Installed System	\$300.00	\$300.00
<b>INSTALL SUBTOTAL</b>					<b>\$2,425.00</b>

**Your Price: \$12,782.00**

**Total: \$12,782.00**

Prices are firm until 2/19/2021

Terms: COD

**Prepared by:** Shawn Watts, shawnw@go-als.com

**Date:** 1/20/2021

**Accepted by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your

**Quote**

No.: **15675**

Date: 1/20/2021

order can be placed. Thank you for your business.

## MEMORANDUM

DATE: March 10, 2021

TO: Board Members

FROM: Cathy White

Re: Monthly Report

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### CUSTOMER COMPLAINTS

We have received two (2) complaints since the date of my last report. Complaint No. 2021-3 was received from a Beverly Hills resident who stated that he believes that Comcast discriminates against customers that do not “rent” their TV cable boxes when purchasing a TV subscription. He provides his own modem (approved by Comcast) and streams his Comcast TV bundled subscription directly to his Smart TVs (thereby bypassing the need for any external Comcast/Xfinity cable boxes). He is unhappy with the fact that all content provided under the TV/HBO subscription bundle is counted against his monthly internet data cap. If he had chosen to “rent” the Comcast/Xfinity cable box, he states that the TV/HBO data stream would not be counted against his internet data cap. A member of the Comcast escalation team spoke with this resident and apologized. She explained that with streaming, it does go toward the data usage; however, they offer unlimited data at \$25/month to prevent overage charges. The customer declined this option. She also advised that they offer wireless boxes at \$7.50/month to broadcast the cable services. She explained that all data usage delivered over home XFINITY internet service, both downloaded and uploaded, is counted towards the data plan, regardless of the source. She informed the customer that her department will add his comments/concerns to their corporate database, which is used to measure customer satisfaction and track their customer service performance. This complaint is now closed.

Complaint No. 2021-4 was submitted by a Franklin resident who has not been able to get certain channels like CNN, Hallmark Channel, etc. since December. She previously had no problem getting those channels. She contacted Comcast but had no luck getting a technician to come to her home to fix this problem. Once the escalation team became involved, a service call was completed and the issue was resolved. This complaint is now closed.

## FINANCIAL

The account balance for the MBS, BBCU and Beverly Hills accounts as of February 28, 2021 will be e-mailed to all Board members, as well as BACB financial reports for the month of February, 2021.

## CHECK DISBURSEMENT

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

1. Clearview Captioning (closed captioning services): \$210.00

## ADDITIONAL NOTES:

1. The coming new majority at the FCC may be considering walking back some of its 2018 Orders which many local units of government have spent the last 2-3 years fighting. The FCC has indicated that it may agree to ask the U.S. 6<sup>th</sup> Circuit Court of Appeals to essentially stay (an abeyance) the Section 621 (Cable Franchise Fee) Order Appeal which was scheduled for hearing in April.
2. The FCC will be providing monetary assistance to low-income families to cover their monthly internet costs. Through the Emergency Broadband Benefit program, households struggling to pay for internet service during the pandemic may receive a discount of up to \$50 per month towards broadband service for eligible households. Such households can also receive a one-time discount of up to \$100 to purchase a laptop, desktop computer or tablet from participating providers if they contribute \$10-\$50 toward the purchase price. A household is eligible, among other things, if one member of the household experienced a substantial loss of income since February 29, 2020 and the household had a total income in 2020 below \$99,000 for single filers and \$198,000 for joint filers.



# Bloomfield Community Television

## Memorandum

## Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report February 18, 2021 through March 17, 2021

Date: March 11, 2021

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

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### **BAMA Programs**

During this time period we've completed all 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.

### **BAPA Programs**

***From BACB area individual producers and organizations, we've taped 15 programs***

- ❖ *Two Managing Problems of Daily Living* hosted by Linda Sircus.
- ❖ *Four Michigan Entrepreneur* hosted by Tara Kachaturoff.
- ❖ *Two About You* hosted by Connie Hogan and Ellen Rogers.
- ❖ *Six Gracefully Greying* hosted by Henry Gornbein.
- ❖ *Birmingham Republican Women's Club Lecture* with David Dulio.

### **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.

### **SPRING SPORTS COVERAGE**

Two Baseball Games TBA

Two Softball Games TBA

Two Girls Soccer Games TBA

One Girls Lacrosse TBA

One Boys Lacrosse TBA

Cover up to 8 sporting events at \$2,500 an event. Not to exceed \$20,000.