



## Mid-Willamette Valley Cable Regulatory Commission Committee Meeting

CCTV Studio, 575 Trade Street, Salem, Oregon

June 9, 2016

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### ATTENDANCE

**Members Present:** Sam Brentano, Brad Nanke

**Members Absent:** Daniel Benjamin

#### **Budget Committee**

**Members Present:** Jane Cummins, Beth Vargas-Duncan

**Staff Present:** Alan Haley, Scott Norris, Perry Grier, Jolene Bray

**Guests:** Alan Bushong, CCTV  
Katrina Brown, City of Salem  
Ryan Zink, City of Salem  
Tim Goodman, Comcast

**Minutes:** Jolene Bray

#### **I. CALL TO ORDER: 4:00 p.m.**

#### **II. APPROVAL OF NOVEMBER 11, 2015 MEETING MINUTES**

Commissioner Brentano made a motion that the November 16, 2015 meeting minutes be approved as submitted. Councilor Nanke seconded the motion and it was approved unanimously.

#### **III. RECESS FOR BUDGET COMMITTEE PUBLIC MEETING:** Councilor Nanke called for a recess at 4:01 p.m.

#### **IV. RECONVENENE:** Councilor Nanke reconvened the meeting at 4:20 p.m.

##### **A. Review Fiscal 2016-17 Budget**

The budget was reviewed during the CRC Budget Meeting.

##### **B. Receive Budget Committee Recommendation**

During the budget committee meeting, committee members voted to accept and recommend the budget for 2016-2017 as submitted to the commission for approval.

##### **C. Adopt 2016-17 Budget**

Commissioner Brentano made a motion to adopt the budget as recommended by the budget committee. Commissioner Nanke seconded the motion and it was approved unanimously.

## **V. OTHER BUSINESS**

### **Comcast Franchise Negotiation**

Alan Haley updated the commission on the status of the Comcast franchise negotiation during the budget committee meeting.

### **NATOA Annual Conference**

Alan H. said the NATOA Conference is being held September 19-22 in Austin, Texas. He said Commissioner Nanke, Katrina Brown, and Ryan Zink were attending from the city, and he, Dennis Mansfield, and Jolene Bray were attending from the county. Alan H. said he and Dennis are also attending the SMART Cities seminar on September 19. Commissioner Brentano asked if there were sessions that highlighted new technologies. Alan H. said he's hoping to learn new ways to deliver the internet to the Santiam Canyon area. Commissioner Nanke said he's attending a League of Oregon Cities conference and they will be voting to push for funding to deliver internet services to rural areas.

Perry said every year there are questions about the expense reports from the NATOA conference so he brought some information about the most frequently asked questions. He said most attendees aren't sure which expense form to submit and the decision was made to leave it up to each jurisdiction. Perry said each expense form must have a section to capture costs for reimbursement and a section to sign and certify that costs are correct. Alan said a CRC form was created years ago but jurisdictions continued to use their own forms so staff adapted. Perry said he does advance payments on hotel and airline costs, but asked that these be included in all final expense reports and shown as advances with the amounts subtracted. He said all receipts must be included and meal receipts should show the meal item and amount paid. Perry said detailed receipts are needed because reimbursement for alcohol purchases is not allowed. Katrina asked about tipping policy. Alan said attendees would be reimbursed for tips but no more than 20%. He said if anyone had questions to call him.

### **Other Business**

Tim told Alan that Comcast may be interested in partnering with county to bring broadband to rural communities. He said Comcast has an Internet Essentials program for low income families and they're now expanding to low income seniors. Tim said they are also developing a new partnership to provide this service to tenants in low income housing and community college students. He said he will provide more information as it becomes available.

## **VI. ADJOURNED: 4:31 p.m.**