



MINUTES

Regular Meeting of June 19th, 2013

**10200 Slater Avenue
Fountain Valley, California 92708**

1. **Call to Order:** PCTA Chairman Michael Vo called the meeting to order at 8:01 a.m.

2. Roll Call

Director Tri Ta	Westminster	Present	Chairman Michael Vo	Fountain Valley	Present
Director Margie Rice	Westminster	Present	Director Cheryl Brothers	Fountain Valley	Present
Director Dave Shawver	Stanton	Present	Director Joe Shaw	Huntington Beach	Present
Director Carol Warren	Stanton	Present	Vice-chair Joe Carchio	Huntington Beach	Present

PCTA Staff members and city present

Michelle Molko	Attorney
John Borack	General Manager
Nicole Cass	Assistant Manager
Louis Rocha	Manager of Video Production

Also present

Diana Dobbert	Westminster
Matt Mogensen	Fountain Valley
Julie Roman	Stanton
Laurie Frymire	Huntington Beach
Teri Baker	Huntington Beach

3. **Approval of Minutes:** Director **Rice** moved approval of the **May 15, 2013** meeting minutes; seconded by Director **Ta**, the motion passed unanimously. Director Shaw abstained.

4. **Public Comments:** None.

5. **Approval of Expenditures:** Director **Brothers** moved approval for the Register of Demands No. **8149-8217**; seconded by Director **Carchio**, the motion passed. Director **Brothers** moved approval of the **May 2013** Treasurer’s Administrative Report; seconded by Director **Rice**, the motion passed. Director **Brothers** moved approval of the **May 2013** PEG Treasurer’s Report; seconded by Director **Rice**, the motion passed.

6. **Reports: A. Report of Board Members:** Director Brothers remarked on her NATOA registration and requested a review of the Travel Expense Policy in July.

B. Report of the PCTA Attorney: Miss Molko’s comments centered around AB185 now on a two year journey back through the legislature which may include replacing the entire content of the bill.

C. Report of Administration: General Manager John Borack summarized the report which included press releases printed in the last 30 days for PCTA production events, channel and rate change notifications from the video service providers, a summary of his attendance at the SCAN conference and reminder of the NATOA September 16-19 conferences. Lastly, Mr. Rocha updated the Board on timelines for all government access productions and via the production status spreadsheet, which is also e-mailed to the Board weekly.

7. **Unfinished Business: A. Sub-committee for G.M. Annual Review** – After meeting in closed session, the committee filed Mr. Borack’s performance evaluation, and decided to augment the Benefit Policy to increase the monthly healthcare allowance limits from \$600 to \$1000, with another review of the policy at the November 2013 regular meeting. They also directed staff to report in July on the benefits disbursement process. Director Shawver moved approval for the change in monthly healthcare allowance limits; seconded by Director Ta, the motion passed unanimously.

8. **New Business: A. City of Westminster Video Streaming Reimbursement** – Mr. Borack provided the invoice for internet streaming of WTV3. Director **Ta** moved approval for the request; seconded by Director **Shawver**, the motion passed unanimously.
9. **Closed Session: Review Performance of General Manager, Consider Modifications to Job Description, Salary, and Healthcare Benefits:** Performance comments were finalized on a standardized review form and no actions were taken in closed session.
10. Chairman Vo **ADJOURNED** the meeting to **8:30 A.M. Wednesday, July 17th, 2013**, at the **Fountain Valley City Hall, Conference Room 1.**

Respectfully submitted,

Nicole Cass
Assistant Director