



Regular Meeting of December 18, 2013

10200 Slater Avenue
Fountain Valley, California 92708

1. **Call to Order:** PCTA Chairman Michael Vo called the meeting to order at 8:36 a.m.

2. **Roll Call**

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

PCTA Staff members present

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

Also present

Diana Dobbert	City of Westminster
Julie Roman	City of Stanton
Laurie Frymire	City of Huntington Beach
Matt Mogensen	City of Fountain Valley
Julie Toledo	City of Huntington Beach

3. **Approval of Minutes:** Director **Shawver** moved approval of the **November 20, 2013** meeting minutes; seconded by Vice-Chair **Carchio**, the motion passed 6-0, with Director **Harper** abstaining.

4. **Public Comments:** None.

5. **Approval of Expenditures:** Director **Brothers** moved approval for the Register of Demands No. 8494-8537; seconded by Vice-Chair **Carchio**, the motion passed. Director **Brothers** moved approval of the **November 2013** Treasurer's Administrative Report; seconded by Vice-Chair **Carchio**, the motion passed. Director **Brothers** moved approval of the **November 2013** PEG Treasurer's Report; seconded by Director **Rice**, the motion passed.

6. **Reports:**

A. Report of Board Members: Director **Rice** welcomed new Director **Matthew Harper** from Huntington Beach to the PCTA board. Board members and city liaisons mentioned that they would like to see the City of Huntington Beach's city council meetings continue to air in Fountain Valley and vice-versa.

B. 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, rate change and programming notifications from the video service providers; the acquisition of digital adapter converters for Huntington Beach, Westminster and Fountain Valley City Hall TV sets; and an update on the Community Access Preservation (CAP) Act being introduced in the U.S. Senate. Video production manager **Louis Rocha** presented the production status report.

C. Report of the PCTA Attorney: Attorney **Michelle Molko** informed the board that in order to be in compliance with the Brown Act, beginning 1/1/14 each voting member on actionable items must be identified when minutes are taken and distributed.

7. **Unfinished Business: Update on administrative assistant position.** Staff updated the board on the selection process; 12 interviews are scheduled to take place the week of January 6, 2014, with a decision to be made on a candidate shortly thereafter.

8. New Business

A. Video Streaming Reimbursement Request for WTV3 - Director **Shawver** moved approval of the reimbursement; seconded by Director **Brothers**, the motion passed unanimously.

B. Review: Revision of policy for airing of PCTA programming on YouTube. The board amended the policy that would allow for PCTA-produced programming to air exclusively on the channels for four weeks prior to being shown online. The policy has been amended to read that PCTA-produced programming will air exclusively on the channels for a minimum of two weeks prior to being shown online, unless otherwise approved by a member city. Director **Rice** moved approval of the amended policy; seconded by Vice-Chair **Carchio**, the motion passed unanimously.

- 9. Chairman Vo ADJOURNED** the meeting to **8:30 A.M. Wednesday, January 15, 2014**, at the **Fountain Valley City Hall, Conference Room 1.**

Respectfully submitted,

John Borack
General Manager