

Regular Meeting of January 15, 2014

10200 Slater Avenue  
Fountain Valley, California 92708

1. **Call to Order:** PCTA Chairman Michael Vo called the meeting to order at 8:34 a.m.

2. **Roll Call**

Director Tri Ta	Westminster	Present	Chairman Michael Vo	Fountain Valley	Present
Director Margie Rice	Westminster	Absent	Director Cheryl Brothers	Fountain Valley	Present
Director Dave Shawver	Stanton	Present	Director Matthew Harper	Huntington Beach	Absent
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
Matt Mogensen	City of Fountain Valley
Julie Toledo	City of Huntington Beach

3. **Approval of Minutes:** Director **Brothers** moved approval of the **December 18, 2013** meeting minutes; seconded by Vice-Chair **Carchio**, the motion passed 5-0, with Director **Ta** abstaining.

4. **Public Comments:** None.

5. **Approval of Expenditures:** Director **Ta** moved approval for the Register of Demands No. **8538-8581**; seconded by Director **Brothers**, the motion passed unanimously as to those present. Director **Brothers** moved approval of the **December 2013** Treasurer's Administrative Report; seconded by Director **Shawver**, the motion passed unanimously as to those present. Director **Shawver** moved approval of the **December 2013** PEG Treasurer's Report; seconded by Director **Ta**, the motion passed unanimously as to those present.

6. **Reports:**

**A. Report of Board Members:** Chairman **Vo** thanked PCTA for the coverage of the Fountain Valley Tree Lighting in December; he mentioned there were approximately 5,000 in attendance and the television coverage was very well done. Director **Brothers** asked if Huntington Beach City Council meetings could continue to be replayed on Fountain Valley's Channel 3, as well as adding Westminster's City Council meetings to the Fountain Valley programming schedule. Vice-Chair **Carchio** asked if PCTA could produce an anti-bullying program, following up on his "Be a Buddy, Not a Bully" initiative.

**B. Report of Administration:** General Manager **John Borack** summarized the report, which included press releases distributed in the last 30 days for PCTA production events; channel, rate change and programming notifications from the video service providers; PCTA's upcoming attendance at Swap-O-Rama, where new programming will be procured; and an exploratory meeting scheduled with Los Alamitos City Manager Bret Plumlee regarding the possibility of Los Alamitos joining PCTA. Video production manager **Louis Rocha** presented the production status report.

**C. Report of the PCTA Attorney:** Attorney **Michelle Molko** reminded 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; if votes are unanimous, minutes are to note that the vote was "unanimous as to those present."

**7. Closed Session:** Pursuant to Government Code Section 54957

A. Public Employee Employment: Administrative Assistant – General Manager **Borack** recommended the hiring of Christine Gilbert as PCTA administrative assistant.

**8. Unfinished Business:** None.

**9. New Business**

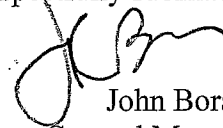
A. Video Streaming Reimbursement Request for WTV3 - Director **Shawver** moved approval of the reimbursement; seconded by Director **Ta**, the motion passed unanimously.

B. Discussion regarding selection of new Chair and Vice-Chair – Director **Brothers** suggested an amendment/revision to the Joint Powers Agreement regarding election of PCTA officers; the amendment/revision would allow for the selection of a new Chair and Vice-Chair at the beginning of each calendar year, as opposed to the beginning of each fiscal year. Staff will present the proposed revision at the February meeting.

C. Public Employee Employment: Administrative Assistant – General Manager **Borack** presented Christine Gilbert as a final candidate for the position of administrative assistant. Miss Gilbert introduced herself to the board and answered questions from the board regarding her qualifications. Director **Brothers** moved approval of hiring Miss Gilbert at a beginning salary of \$38,000 per year, with a review after a three-month probationary period; seconded by Director **Ta**, the motion passed unanimously as to those present.

**10. Chairman Vo ADJOURNED** the meeting to **8:30 A.M. Wednesday, February 19, 2014**, at the **Fountain Valley City Hall, Conference Room 1**.

Respectfully submitted,



John Borack  
General Manager