



MINUTES

**Regular Meeting of June 17, 2014
8200 Westminster Blvd.
Westminster, California 92683**

1. **Call to Order:** PCTA Chairman **Joe Carchio** called the meeting to order at 8:41 a.m.

2. **Roll Call**

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

PCTA Staff members present

Michelle Molko	Attorney
John Borack	General Manager
Louis Rocha	Manager of Video Production
Christine M. Gilbert	Administrative Assistant

Also present

Diana Dobbert	City of Westminster
Julie Toledo	City of Huntington Beach
Julie Roman	City of Stanton

3. **Public Comments:** None.

4. **Consent Calendar:** Vice-Chair **Shawver** moved approval of the Consent Calendar; seconded by Director **Vo**, the motion passed unanimously as to those present, with Director **Rice** abstaining on the Minutes approval.

5. **Reports:**

A. Report of Board Members: Members of the Board touched upon service quality in their cities with the various Cable Service Providers. Vice-Chair **Shawver** followed up on his report from April in which he has been researching cable providers in regards to internet and cable speed and quality in Stanton. Vice-Chair **Shawver** met with Jeff Morin from AT&T to address issues with speed and connectivity. He stated that the problem stems from the fact that the fiber lines do not reach all the way to the homes, but run from fiber to copper into the homes. Vice-Chair **Shawver** is looking into options for Stanton’s municipal building. General Manager **John Borack** mentioned that Time Warner Cable is often pushing updates through their system which can disrupt Channel 3, and that PCTA staff must reset the channels. Director **Vo** mentioned that having a booster box for Time Warner Cable is a big help for the delivery of their services.

Director **Brothers** reported that she would like to see the wire transfer fees from the bank addressed. She believes that there should not be such fees, and that the bank should be able to waive them. General Manager **Borack** will follow up first with the PCTA’s accountant, and then with the Bank of America in hopes of discontinuing these fees.

B. Report of Administration: General Manager **John Borack** summarized the report, which included channel, rate change and programming notifications from the video service providers; Local Press coverage of PCTA, including mentions on the Facebook Pages of the Westminster and the Huntington Beach Police Departments, an E-Mail Blast from the Fountain Valley Chamber, and, in print, a mention in the “My Life” column of the *Fountain Valley View*; the following day’s SCAN-NATO Conference and STAR Awards, wherein two PCTA productions are nominated—“Reflections of Former Mayors” for Best Talk Show, and “Orange Slices” for Best Magazine Program. The conference will be attended by PCTA staff and by Director **Brothers**, joined by nominated Producer Valerie Starn for the Awards Luncheon; PCTA staff and Member **Brothers** are registered for the NATOA conference in November; a Vietnamese Customer Service Line for Verizon subscribers—(877) 652-4512; the continued efforts of PCTA staff to consolidate Time Warner Cable Accounts; the completed Rainbow Recycling Program, currently being aired in Fountain Valley, Westminster, and Huntington Beach; an update on the Huntington Beach 4th of July Parade, mentioning the parade will be LIVE on each Member City’s

channel 3, and streaming live online; and onscreen graphics are now included on the Huntington Beach City Council Meetings. Video Production Manager **Louis Rocha** presented the production status report.

At this time Chair **Carchio** shared the “high marks” feedback he received from Rainbow regarding PCTA’s coverage. Chair **Carchio** also shared that it has been made official that ABC Channel 7 will be covering the Huntington Beach 4th of July Parade live on their network, LIVE, and online. PCTA will be covering as well, and the PCTA program will be available for rebroadcast on channel 3.

C. Report of the PCTA Attorney: Attorney **Michelle Molko** informed the Board that California minimum wage is being raised to \$9/hr, though this should not affect PCTA at this time, as all of our contractors at this point are contracted for above minimum wage. Attorney **Molko** also informed the Board that during recent elections, California Prop. 42 was passed, amending the California Constitution regarding Open Meeting Compliance Law. The Proposition states that the State of California is not responsible for reimbursing any costs incurred in complying with State mandated Open Meeting regulations.

6. Closed Session:

A. Public Employee Performance Evaluation: General Manager—There was discussion by the Board; no action was taken.

7. New Business:

A. Consideration of and Possible Action to Approve Merit Increase for General Manager—Item will be continued to July 16th, 2014 meeting. Chair **Carchio** and Vice-Chair **Shawver** will meet with each other, followed by a meeting with General Manager **John Borack** in order to discuss his review before the next PCTA Board meeting, at which time the Item will be again addressed.

B. Revised PCTA Purchasing Policy—Revisions to the PCTA Purchasing Policy were made to address the Auditor’s concerns regarding PayPal. Director **Warren** moved to approve the revised Policy; seconded by Director **Rice**, the motion passed unanimously as to those present.

C. Discussion of Possible Implementation of 401K Plan for Full-Time Employees—General Manager **Borack** presented to the Board a letter from the Bank of America advertising a 401(k) as a point of interest in looking into starting a retirement plan for PCTA Full-Time employees. Director **Brothers** suggested seeking counsel from a member of the Fountain Valley Chamber, such as Alex Accetta, George Blanc, or Patrick Harper, as they could possibly offer an unbiased perspective on the process, before approaching a bank. Director **Shawver** supports the inquiry, and desires the Board to offer to facilitate the staff in obtaining a retirement plan. Director **Rice** states she does not wish the Board to match funds. Director **Brothers** mentioned there are many possible plans to look into, and Director **Warren** suggested there may be a type of plan available specifically for public employees. PCTA staff will make inquiries and bring an update back to the Board.

10. Chair Carchio ADJOURNED the meeting to 8:30 A.M. Wednesday, July 16, 2014, in the City of Huntington Beach, exact location to be determined.

Respectfully submitted,

John Borack
General Manager