



MINUTES

Regular Meeting of February 15, 2017

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

1. Call to Order: Vice Chair **Carol Warren** called the meeting to order at 9:10 a.m.

2. Roll Call

Director Tri Ta	Westminster	Present	Director Michael Vo	Fountain Valley	Present
Director Margie Rice	Westminster	Present	Chair Cheryl Brothers	Fountain Valley	Absent
Director Dave Shawver	Stanton	Present	Director Patrick Brenden	Huntington Beach	Absent
Vice Chair Carol Warren	Stanton	Present	Director Lyn Semeta	Huntington Beach	Present

PCTA staff members present

John M. Borack	General Manager
Louis Rocha	Video Production Manager
Christine M. Gilbert	Administrative Assistant
Bill Marticorena	Attorney

Also present

Diana Dobbert	City of Westminster
Tim Davis	City of Fountain Valley

3. Public Comments: None.

At this time, General Manager **John Borack** took the opportunity to introduce Director **Lyn Semeta** and welcome her to the Board.

4. Consent Calendar: Director **Ta** motioned to approve the consent calendar; seconded by Director **Shawver**, the motion passed unanimously as to those present.

5. Reports:

A. Report of Board Members: Director **Shawver** mentioned that, as employees, Board Members are now paying into Social Security from their paychecks. As the payment into social security does not benefit himself and another Board Member, he asked that another retirement plan option be made available in order that PCTA may opt out of Social Security, which he hopes would in turn benefit PCTA. General Manager **Borack** mentioned that he has been working on retirement options and hopes to provide more information to the Board at the next meeting.

B. Report of Administration: General Manager **Borack** summarized the administrative report, which included channel, rate change and programming notifications from the video service providers; recent press coverage, including “‘Young at Heart’ Cable Show Focusing on Seniors Now Airing on FVTV-3” in *Fountain Valley Living Magazine*, February 2017; “Stanton Television: Bringing Your Community Home,” an article written by PCTA, in the *City of Stanton Newsletter*, January 2017; an updated customer complaint log; an announcement about the PCTA Administrative Assistant; a reminder that Conflict of Interest Form 700s will be due to the Orange County Clerk of the Board by April 3, 2017; orientation meetings held with new PCTA Board Members Patrick Brenden and Lyn Semeta from Huntington Beach, and Stanton Liaison Roxana Morales; the attendance of PCTA staff at an eNATO webinar on “Social Media for PEG”; the nomination of several PCTA productions for six WAVE awards, the winners of which will be announced at the upcoming

ACM Conference to be attended by PCTA Staff; and a screening of the PCTA-produced PSA for Fountain Valley's 60th Anniversary. Production Manager **Louis Rocha** presented the production status report.

C. Report of Attorney: Attorney **Bill Marticorena** informed the board that, at the State level, video service providers are renewing their franchises with the state through the CPUC under DIVCA. On the Federal level, he informed the Board that there is some uncertainty about the direction legislation will be headed under the new presidential administration. A new Chairman of the FCC has been installed who takes a different position on issues than the last Chairman. What the future holds is unclear, but Attorney **Marticorena** will keep the Board informed of any updates.

6. New Business:

A. ORDINANCE NO. 2017-1: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE PUBLIC CABLE TELEVISION AUTHORITY REAUTHORIZING A FEE TO SUPPORT PUBLIC, EDUCATION, AND GOVERNMENTAL ("PEG") CHANNEL FACILITIES WITHIN THE PUBLIC CABLE TELEVISION AUTHORITY JURISDICTION: General Manager **Borack** summarized the background regarding the need for the Ordinance and the Resolution. Attorney **Marticorena** described the differences and similarities of the two items, stating that the two actions relate to the renewal of video service providers' statewide franchises under DIVCA; each city has adopted a PEG fee by way of an ordinance, which is now required to be "reauthorized." Since DIVCA does not specify precisely how the ordinance is "reauthorized," his recommendation is to pass parallel items: an Ordinance which must have two readings and go into effect 30 days after the second reading, and a Resolution, which will go into effect immediately. The terms of the two are identical, and will maintain PCTA's collection of PEG fees. Attorney **Marticorena** also advised that each member city adopt a similar Ordinance and Resolution at their next City Council Meetings. Director **Ta** motioned to adopt ORDINANCE NO. 2017-1 and to direct each member city to adopt a similar ordinance; seconded by Director **Vo**, the motion passed unanimously as to those present.

B. RESOLUTION NO. 2017-1: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUBLIC CABLE TELEVISION AUTHORITY REAUTHORIZING A FEE TO SUPPORT PUBLIC, EDUCATION, AND GOVERNMENTAL ("PEG") CHANNEL FACILITIES WITHIN THE PUBLIC CABLE TELEVISION AUTHORITY JURISDICTION: Director **Vo** motioned to adopt RESOLUTION NO. 2017-1 and direct each member city to adopt a similar resolution; seconded by Director **Rice**, the motion passed unanimously as to those present.

C. Purchase of New Editing Equipment and Software: General Manager **Borack** summarized the background and discussion for replacing outdated and unreliable editing equipment and software. The desired equipment would be two Mac Pro computers from Apple, which are only available through Apple and therefore would not require three bids from competing vendors. Director **Vo** mentioned that in the past he was able to acquire a 15% off discount for Government purchases from Apple. He offered to reach out to his contact and see if this discount is still available. Director **Shawver** requested that if at all possible the purchase be made within one of the PCTA member cities so they might receive the benefit of the sales tax. General Manager **Borack** assured him that point of purchase would be taken into consideration. Vice Chair **Warren** asked if the entire Adobe Suite would be purchased; Production Manager **Rocha** answered that to purchase the standalone product licenses would cost more than the price of the full suite. Director **Shawver** motioned to approve the purchase of new editing equipment and software; seconded by Director **Rice**, the motion passed unanimously as to those present.

D. Discussion of State Disability Insurance for PCTA Employees: General Manager **Borack** summarized the background and discussion of the possibility of applying for elective coverage of State Disability Insurance, with PCTA paying the premium. Director **Rice** motioned to approve PCTA's elective enrollment in SDI and the payment of the corresponding premium; seconded by Director **Shawver**, the motion passed unanimously as to those present.

7. Old Business:

A. Discussion of a Draft Letter Prohibiting Unauthorized Use of PCTA Programming: General Manager **Borack** summarized the item and presented a revised "Terms and Conditions" document that had been edited by Rutan & Tucker. Attorney **Marticorena** reminded the Board that the Public Records Act prevails over the PCTA document, which is non-enforceable, but can still be presented as policy. Director **Rice** motioned to adopt the revised "Terms and Conditions of

Use” document to be distributed with PCTA-produced DVDs; seconded by Director **Shawver**, the motion passed unanimously as to those present.

General Manager **Borack** took the opportunity prior to adjournment to remind the Board that the PCTA accountant requires Direct Deposit forms to be completed in order to begin utilizing direct deposit as the Board has requested.

8. Vice Chair **Warren** **ADJOURNED** the meeting to **9:00 A.M.** Wednesday, **March 15, 2017** at Fountain Valley City Hall, Conference Room 1.

Respectfully submitted,

John M. Borack
General Manager