

Telecommunications Advisory Board (TAB)
Monthly Meeting Notes: April 10, 2023

Board Members Present: Ed Ebenbach, Jenya Shuportyaka, Kris Ballerini, Jean Laustsen, and Art Zapolski

Members Absent: None

Township Manager: Stephanie Mason

Assistant Township Manager: Stacy Crandell

Proceedings:

- The meeting was called to order by Ed Ebenbach at 5:04 pm
- Minutes from the February 13, 2023, meeting by Ms. Ballerini unanimously approved. No meeting was held in March.

Unfinished Business

- Mr. Ebenbach reported that all the video projects planned for 2022 have been completed and will be removed from future agendas.

Review of Video Projects: The committee viewed or discussed the following videos and offered comments:

- Touch a Truck Promo. Video is complete, no comments offered.
- 2023 Golf Outing Promo. The music volume will be adjusted and some of the graphics will be redone.
- Concert Series Promo. In planning stage which will be worked on by Ms. Lausten.
- Police National Night Out Promo. Promo to be produced by June using sequences shot in 2022 such as the K-9 handling demonstration. Ideas were also discussed for filming the 2023 video including interviewing members of the county's mobile crime lab unit. There will be further coordination with Sgt. Whitehouse on this video since she is the Township Police's project officer for this event.
- Trails Video Series. Mr. Ebenbach noted that all work on this series is complete and there is nothing new to report. The videos will be taken off the agenda at this point unless or until additional videos are planned. Finally, Ms. Mason observed that the trails interactive map is on the Bucks County website, but it is not linked with the Township's website.
- Veteran Affairs Committee Infomercial. Mr. Zapolski has nothing new to report. Ms. Crandell stated that she will follow up with the VAC on the status of this project.
- Volunteer Fire Company Recruiting Video. Mr. Ebenbach reported that he had a meeting on April 4 with Mr. Downs regarding the public response to the recruiting video and whether it produced any leads for new volunteer fire company members. Mr. Downs advised that they are actively using the video as a recruiting tool and there were 7 'inquiries' out of 27 responses. The fire company will follow up on the inquiries. Mr. Ebenbach stated that TAB's work is now complete, and the video will be removed from the agenda.
- PRCC Projects Video. This will be a new project for the planned community center; however, we are several months away from beginning any work on a video. The capital

campaign will kick off in several months and the architect must produce new drawings first.

- “Do you Know” Videos. The idea of producing information videos on different departments in the Township is being worked on by Ms. Crandell.
- Board and Commission Reports. Mr. Ebenbach stated that individual board and commission video reports will not be done this year in the format used in 2022. Instead, each board or commission chairman will be given three to five minutes to present their yearly reports to the Board of Supervisors during a regular meeting. The meeting containing the reports will in turn will be added to the broadcast schedule.

Other Unfinished Business:

- DTV Program Broadcast Schedule Revamp. No work has been done yet to revamp the program schedule. Mr. Ebenbach will discuss this matter with Ms. Mason and Ms. Crandell at a separate meeting. The plan is to increase the showings of Board of Supervisor meetings back to twice a day, and to restructure the 40 or 50 Township information pack to allow the insertion of promo videos produced by TAB into the sequence.
- Ms. Mason reported that the Verizon Franchise Agreement is done.

Next TAB Meeting Date:

- It appears that there is no pressing business for May, therefore the committee voted to hold its next meeting on June 12 at 5:00pm.

- Meeting was adjourned at 6:00pm.

Minutes Respectfully Submitted by Arthur Zapolski