

Telecommunications Advisory Board (TAB)  
Meeting Notes: March 14th, 2016 at 6:30 p.m.

**Board Members:**

Present: Ed Ebenbach, Chairman, Kurt Krause, Member, Keith Peters, Member, and David Laustsen, Member

Quorum: Yes

**Others Present:**

Supervisor Liaison: Ken Snyder, serving in place of Ryan Manion

Township Manager: Stephanie Mason

Special Projects Coordinator: Autumn Canfield

**Guest:** E. Ron Watson, Director Communications & Gov't Affairs at Doylestown Health

**Proceedings**

- **Meeting** called to order at 6:31 p.m. by Mr. Ebenbach.
- **Review and approve minutes** from 2/8/2016 TAB meeting – Approved unanimously.

**DTV Programming/Programming Projects**

- **Doylestown Health Videos** – Mr. Watson and the attendees discussed issues and possible collaborative video subjects such as:
  - Videos provided for in-patient viewing
  - Breast Cancer awareness
  - Walk with a Doc
  - Resilient Kids re parenting
  - C.E.O. Video
  - a tour of the facilities at the hospital
  - the history of the hospital
  - the premier of the VIAA documentary in June at Delaware Valley University, and the possible future airing of the documentary
  - CB School District Health Matters shows – did 4 last year
  - Producing an infomercial about the various locations in the Doylestown Health system, such as Lakeview, Pine Run, the Health & Wellness Center, and Doylestown Hospital.

Mr. Watson and the attendees will discuss further efforts regarding all of these opportunities. Mr. Peters hopes to attend the Walk with a Doc event on Wednesday, March 16<sup>th</sup>.

- **Expanded Reach for DTV Programming**– Mr. Krause lead a discussion of the differences between using video server sources iQM2, YouTube, and Vimeo. He recommended YouTube and that further investigation is undertaken regarding

contract Terms and Conditions. Stephanie will ask the township solicitor to comment on what other municipalities are using and, when provided with a copy of YouTube's Terms and Conditions, will ask him to examine them. Mr. Krause agreed to sign up for a dummy account and to take screen shots of the specific T&C's to aid this effort.

- **Who We Are/What We Do series** – two new segments were recorded thus doubling the library segments for this series. The new segments include one on the Environmental Advisory Council (EAC) and one on the Code Enforcement Department. Plans for future recordings are underway.
- **New EAC Videos** – Mr. Peters reported he is scheduled to meet with EAC Chairman (Ray Hendrick) to discuss which of the dozen or so submissions from the Bucks County Conservation District should be considered.
- **Bird Walk** – Mr. Peters reported that he will be meeting with Ray Hendrick to discuss a practice walk close to the date of the actual walk (4/30) to test the equipment and gather some B-roll footage.
- **Historical Society** – still pending. Mr. Ebenbach plans to work with DHS and the Laustsens' to explore appropriate candidates for DTV's History timeslot
- **Fido Float** – Mrs. Mason reported that this project is currently on hold while the student-producers focus on schoolwork.
- **Non-profits as a source** – pending
- **Mural Project** – Mr. Laustsen reported that he and Jean Laustsen are ready to begin recording for this project. Mrs. Mason and Mr. Laustsen tentatively set the schedule for 9 AM on Tuesday, March 29<sup>th</sup>.
- **200<sup>th</sup> Anniversary** – Mrs. Mason reported that this issue will be presented to the Board of Supervisors in August of this year to determine how big the 2018/2019 celebration should be and to talk about various activities. There may be a group formed to lead this effort.
- **Moments in Time** – Mr. Ebenbach reported that TAB has all original master files except the ones concerning Maxson Crawford, and that Mr. Krause has recreated a version of the Crawford rough edit. Mrs. Mason indicated she will need additional instruction on how to view the source files and to write down the desirable sections thereof.
- **Slide Updates** – Ms. Canfield reported that most of the slides have been updated. Mr. Peters believes the Water Report Slides still reference 2012 and 2013 dates.
- **Current Video Metric** – at 67%, down roughly 14%, attributable to a shorter Board of Supervisors meeting
- **Consistent lead-in, lead-out program dividers** – pending
- **Social Media Operating results** – Ms. Canfield reported the Township remains at 3<sup>rd</sup> among the 16 municipalities reviewed, the same place it has been in recent comparisons.
- **Verizon Franchise Renewal** – nothing to report, still awaiting Verizon to reach out

- **Operational Issues/Control Room**
  - **New switch installation** – Mr. Ebenbach reported this has been successfully accomplished. After the meeting, he and Mr. Krause will review.
  - **TABPC2** – installed. Configuration and rationalization remains pending
  - **Wireless Expansion** – Mr. Krause reported increased usage after installation of additional wireless access points in the Township building. The presumption is that there is increased coverage and thus greater usage, including in the deeper reaches of the police portion of the Township building.
- **Other Projects/Spending** - none
- **New Board Member** – Mrs. Mason reported that no new applications have been received.
- **Adjournment** – at 8:35 PM, on a Motion made by Mr. Peters and seconded by Mr. Krause, the meeting was adjourned.

Meeting Notes respectfully submitted by Keith Peters