

Telecommunications Advisory Board (TAB)  
Meeting Notes: February 12, 2018

**Members Present:** Ed Ebenbach, Chairman, David Laustsen, and Keith Peters

**Quorum:** Yes

**At Large members:** Jean Laustsen  
Officer Jessica Whiteside

**Board of Supervisor Liaison:** Ryan Manion

### Proceedings

- **Meeting** - Called to order at 6:30 P.M. by Mr. Ebenbach.
- **Review and Approve Minutes** - The minutes from the January 8<sup>th</sup>, 2018 meetings, prepared by Mr. Peters, were approved unanimously upon a motion made by Mr. Laustsen and seconded by Mr. Peters.
- **Emergency Messaging Study** – Discussion was held about the reasons and means to timely communicate important information to township residents about items that may concern them. It was agreed that additional work is needed in this area including continuing the cooperative melding of efforts that are currently independent and whose independence may be an obstacle to achieving a unified, consistent, and timely township response to communication needs. Mention was made of additional alternative methods we may want to explore, such as Ham radio (Mr. Laustsen), email blasting (Mr. Ebenbach), and social media like Instagram (Mr. Peters). Officer Whiteside was able to confirm her prior report that each squad has a person on it now that has the capability of posting to the Police Department’s Crime-watch site. More work is planned to have these separate and disparate efforts coalesce.
- **TAB Board of Supervisors Report/Video** - Mr. Ebenbach reported on the February 6<sup>th</sup> report he gave to the Board of Supervisors and the video he showed in conjunction. Ms. Ryan reported that she thought that the presentation was well received. Mr. Ebenbach reiterated that his objective was to raise the awareness of the video’s viewers to what work the TAB group does as well as to invite greater utilization of the resources available which TAB makes possible.
- **DTV Programming/Programming Projects**  
**2018 Targets**
  - **Bicentennial event ads/events** – pended until Mr. Zapolski is present. There are events in March that may require TAB action prior to or shortly after the March TAB meeting
  - **Bike and Hike trails** – Mr. Ebenbach stated he plans to arrange to meet with Tom Kelso concerning further programming efforts
  - **Kids Castle** – Mr. Ebenbach commented that he and Joe Salvati have discussed ways to get additional information out by possibly sharing the content Joe makes for the Kids Castle to other outlets.
  - **EAC-** Mr. Peters reported on the meeting he and his daughter had with Jeannine Mitchell concerning the May Bird-walk, the May Garden Party, and possible incorporation of Instagram into the inventory of channels that the Township, and its’ Boards and Commissions can employ to communicate things to residents.
  - **Building Demolition time-lapse video** – Mr. Ebenbach reported that the time-lapse cameras (2) are installed and appear to be recording. He noted that Mr. Krause is currently fine-tuning the frequency and stitching-together of the captured images. Mr. Ebenbach also noted that about three quarters (75%) of the old building has been demolished so far.
  - **Other Video Projects** – Mr. Peters reported on the recording he recently did at Delaware Valley University regarding the monthly lecture series for environmental issues. The most recent lecture was on the issue of spraying for pests/ticks. He noted that this recording,

coupled with the Del Val recording, and supplemented by the actual images projected, may make a worthwhile video program.

- **Current Video Content Metric** – Mr. Ebenbach distributed this month’s spreadsheet that showed a 11.6% increase in Video Content from last month to 81.9%, due entirely to an increase in the length of the Board of Supervisors meeting broadcasts.
  - **Slides update** – Mr. Peters was asked to evaluate the current slide inventory and identify those that have a critical need to be updated. He was authorized to specifically update the current Board of Supervisor slide to use the proper picture and any others needing prompt attention. He also noted that he may have a software limitation (no PowerPoint), and the group agreed to figure out how to resolve.
  - **DTV Video Library listing/distribution** – Mr. Peters noted that he was able to deliver an updated spreadsheet that showed not only the existence (thanks Ed and Kurt) of video files, but also the relative age and length of the relatively static library of video files that TAB currently has to choose from. He noted the positive reception he received in sharing this update information with Jeannine Mitchell, Chair of the EAC and that hopefully this listing will help TAB recruit more programming. Mr. Ebenbach noted significant effort needs to be made to obtain new programs as the DTV schedule has been stuck in the mud and rotating through a fixed library of aging programs.
  - **Doylestown Health DTV Initiative** – Ms. Laustsen reported that the Doylestown Health video is currently awaiting further directions from Beth. Long and Jim Brexler at Doylestown Health.
  - **Bicentennial Committee** – As noted above, pending AZ return.
- **Social Media** – pending Ms. Mason’s return and new statistics.
  - **Time-lapse Project** – See building demolition comments above.
  - **Spending** – Upon a motion made by Mr. Peters and seconded by Mr. Laustsen, the spending of \$36.92 by Mr. Ebenbach for tools and other supplies necessary for minor improvements to DTV’s temporary quarters and for the time-lapse cameras (weather-resistant wiring housings), was approved.
  - **New Building Update** – Mr. Peters noted that it may be helpful to find out the name of the firm that Delaware Valley University used to design the A/V system employed in their Life Sciences Building in that it was appeared to be computer controlled with simple one button operation.
  - **Verizon Negotiations** – No update this month, pending Ms. Mason’s availability.
  - **Operations** – none to report
  - **Adjournment** – The meeting was adjourned early at 7:20 PM on a motion made by Mr. Peters and seconded by Mr. Laustsen.

Meeting Notes respectfully submitted by Keith Peters