



**Austin Community Technology and Telecommunications Commission  
Regular Meeting**

<http://www.austintexas.gov/cttc>

**MINUTES**

**December 12, 2012**

**City Hall, Austin, Texas**

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**Current Commission Members:**

Lemuel Williams, Jr., Chair	Elizabeth Quintanilla, Vice Chair
Wendell Ramsey	Chip Rosenthal
Melvin White	<b>VACANT POSITION</b>
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**The following items are posted for discussion and possible action.**

1. Call to order – December 12, 2012 - 6:42 p.m.

Commission members in attendance:

Lemuel Williams, Jr., Chair  
Elizabeth Quintanilla, Vice Chair  
Wendell Ramsey  
Melvin White  
Chip Rosenthal

City Staff in attendance:

Rondella Hawkins  
Paul Lewis  
John Speirs  
Jane Reina

2. Adoption of agenda.

The agenda was adopted by consent of the Commission.

3. Citizen Communication: General

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

No citizens signed up for general citizen communication.

4. Approval of minutes – October 10, 2012 Commission Regular Meeting and November 14, 2012 Commission Regular Meeting/Workplan Retreat.

**The minutes from the Commission regular meeting of October 10, 2012 was approved on Commissioner Rosenthal's motion; Commissioner White's second on a vote of 4-0-0. (Commissioner Quintanilla arrived after item 7)**

<http://www.ci.austin.tx.us/edims/document.cfm?id=1813177>

**The minutes from the Commission regular meeting/workplan retreat of November 14, 2012 was approved on Commissioner Rosenthal's motion; Commissioner White's second on a vote of 4-0-0. (Commissioner Quintanilla arrived after item 7)**

<http://www.ci.austin.tx.us/edims/document.cfm?id=1813188>

5. Update from channelAustin. (Linda Litowsky, Executive Director) (wp1)

Linda Litowsky, Executive Director of channelAustin, presented a video that featured local journalist, researchers, and filmmakers that got their start nationally through the use of the Austin, Texas public access studios. The video also included the I Youth Fusion Fest.

6. Recommendation to City Council on Austin Free-Net contract budget amendment (wp3)

**Motion to support staffs recommendation to City Council on Austin Free-Nets' contract budget amendment was approved on Commissioner White's motion; Commissioner Rosenthal's second on a vote of 4-0-0. (Commissioner Quintanilla arrived after item 7)**

<http://www.ci.austin.tx.us/edims/document.cfm?id=1813211>

7. Staff briefing on Legislative, Regulatory and Policy update. (Paul Lewis) (wp5)

Paul Lewis, Assistant Manager for the City of Austin Office of Telecommunications & Regulatory Affairs provided the Commission with the resolutions that City Council adopted regarding the 83<sup>rd</sup> Texas Legislative Session which includes general principles; primary issues; and support. View resolution at:

<http://www.ci.austin.tx.us/edims/document.cfm?id=1806233>

8. Staff update on strategic vision for community media capital investment. (Rondella Hawkins) (wp1)

Rondella Hawkins, Officer of the City of Austin Office of Telecommunications & Regulatory Affairs (TARA) reminded the Commission that at their January 9<sup>th</sup> regular meeting they will be hosting a round table discussion on the public, education, governmental (PEG) access capital funds. There will be a facilitator and the Commission and staff will invite various PEG

managers, production staff, financial staff, policy staff, and representatives from community radio. Information presented at the meeting will be used to develop City policy and procedures to determine how PEG fees are to be used in support of the City's PEG channel responsibilities. There will be a portion of the meeting set aside for public comment. Staff will give an overview presentation at the beginning of the discussion.

9. Appointment of the Grant for Technology Opportunities Program (GTOPs) Grant Review Committee and Committee Liaison. (John Speirs) (wp2)

**The 2013 Grant for Technology Opportunities Program (GTOPs) Grant Review Committee member appointments are Asha Fleury, Albert Swantner; George Luc, Randall Kolb, Timothy Young, Chad Williams with Dale Thomson as an alternate. They were approved on Commissioner Rosenthal's motion, Commissioner White's second on a vote of 5-0-0.**

**Commissioner Melvin White will serve as the Chair of the 2013 Grant for Technology Opportunities Program Grant Review Committee. This was approved on Commissioner Quintanilla's motion, Commissioner Ramsey's second on a vote of 5-0-0.**

For back up material associated with this item visit:

<http://www.ci.austin.tx.us/edims/document.cfm?id=1804622>

10. Staff update on GTOPs and discussion and possible action on additional recommendations from the GTOPs Review Working Group. (John Speirs) (wp2)

John Speirs, Program Coordinator with the City of Austin Office of Telecommunications & Regulatory Affairs reported there were 31 applications received for the 2013 GTOPs grant. After presenting the update and reviewing the additional GTOPs recommendations the Commission approved the recommendations as follows:

**Motion to approve the Grant Review Committee code of conduct and conflict of interest recommendations was approved on Commissioner Ramsey's motion; Commissioner Quintanilla's second on a vote of 5-0-0.**

**Motion for approval of the propose selection criteria minus the categorical association with the total points insuring that the points remain the same from the current selection criteria but keeping the categories was approved on Commissioner Ramsey's motion; Commissioner Quintanilla's second on a vote of 5-0-0.**

**Motion for approval on the recommended recusal policy was approved on Commissioner Ramsey's motion; Commissioner White's second on a vote of 5-0-0**

For back up material associated with this item visit:

<http://www.ci.austin.tx.us/edims/document.cfm?id=1804622>

11. Update on creation of a City Innovation Office (Commissioner Rosenthal) (wp4)

This item was tabled.

12. Report from Open Government Working Group. (Commissioner Rosenthal) (wp4)

Commissioner Rosenthal reported that the Open Government Working Group has not met since this Commission's November meeting. This group has looked at a first draft open directive for open government and has given some feedback to staff that is working on this project.

He stated he is not sure we want to come forward at this time with a recommendation on policy. He would like to make an effort to see that the recommendation comes from the Innovation Office and at the same time supports CTM continued development of the capability and infrastructure for open government.

Commissioner Ramsey would like to request an invite with the directors of the Innovation Office so we can present our working items thus far so they can identify what they can use as a take away and then we can go back and identify consensus on which things our work group would work on jointly or separately.

Commissioner Rosenthal would like to invite Doug Mathews with PIO to this Commission's February meeting.

Commissioner Ramsey would like staff to find out if the Innovation Office is developing a web presence on the City's website.

13. Report from Community Technology Assessment Working Group. (Commissioner Quintanilla) (wp3)

Commissioner Quintanilla reported this work group had a series of meetings. They are working on getting some questions on the PIO's annual survey; the Austin Chamber of Commerce annual survey and the Capital Metro Survey. They met with Dr. Joe Straubhaar and stated he had additional data sets he can contribute to the data portal in addition to the survey data. This working group is also working on developing a relationship for future surveys in 2014.

John Speirs stated, regarding the previous survey, they are also working on the census information overlay to help drill down the data to help the service providers.

14. Update reports on networking relationships with other boards/commissions and groups, citywide and Austin Community Technology and Telecommunications Commission (ACT&TC) information items.

Commission Quintanilla reported:

December 11<sup>th</sup> - Web Bash - 20 different community organizations.

Digital Media Council - December 14<sup>th</sup> 8:00 pm, at National Instruments

15. Discussion of agenda items for ACT&TC future meetings.

The Commission's January 9<sup>th</sup> regular meeting is dedicated to a round table discussion on the strategic vision for community media capital investment (PEG fee Utilization Policy).

16. Adjournment

The meeting was adjourned at 8:37 pm