

**City of Ann Arbor**  
**CABLE COMMUNICATIONS COMMISSION**

**May 27, 2014**  
**Regular Session**

**MINUTES**

Call To Order and Roll Call: Chair T. Williams called the Cable Commission Regular Session to order at 7:02 p.m. Upon roll call, the following were present: R. Sutton, B. Clarke, L. Wondrash, and G. McDonald. Not in attendance was Commissioner T. Ramirez and Council member S. Petersen and S. Kunselman.

Approval of Agenda: Chair T. Williams asked for approval of the agenda. Motion to approve was made by R. Sutton and seconded by B. Clarke.

Approval of Minutes: Chair T. Williams asked for approval of the Feb. 25, 2014 Regular Session minutes. Motion to approve was made by B. Clarke and seconded by R. Sutton.

Public Comment: There was no public comment.

CTN Report: G. McDonald reviewed the CTN report included in the meeting packet with members.

Regular Business:

- a. Closed Captioning of Disability Commission meetings: L. Wondrash stated that per the Cable Commission's approval at the February meeting, she presented to the Disability Commission at their March meeting that CTN would begin closed-captioning of their meetings in July. G. McDonald reviewed the equipment and service needs to begin closed captioning of these meetings. He will meet with the Disability Commission again in June or July to review the launch details.
- b. Comcast Time Warner Merger: L. Wondrash stated the news release and any materials received to date were included in the meeting packet. She spoke to Comcast Government Liaison Manager Fred Eaton who stated he would be willing to come to a future Cable Commission meeting and answer questions about the merger. B. Clarke asked that he be invited to the August or October meeting. L. Wondrash also stated that Comcast or a divested company of Comcast would be required to adhere to the current franchise agreement, which expires in 2017.
- c. CTN Policy Update Discussion: L. Wondrash stated that recently several issues have arisen pertaining to the CTN Public Access Policy, which was created more than 10 years ago and includes outdated procedures that are no longer in line with CTN's media offerings, such as online video on demand. She stated she would like to remove any day-to-day procedures from the policy document and include those in CTN's guidelines. She asked for a subcommittee to be created to assist CTN staff with the necessary update. B. Clarke and T. Williams agreed to be on

the subcommittee. L. Wondrash stated the goal is to bring recommended changes to the CTN Public Access Policy back to the Cable Commission at their August meeting for approval.

Commission/Staff Comments: B. Clarke commended CTN staff and the Skyline High School students who worked with the Legacy program to capture senior interviews. L. Wondrash stated that CTN has a podcast available to learn more about this project.

Adjournment: B. Clarke made a motion to adjourn the meeting and it was seconded by R. Sutton. T. Williams closed the meeting at 7:30 p.m.

Submitted by: L. Wondrash

Date Approved: 8/26/14