

**Cable Communications Advisory Committee (CCAC)
Meeting Notes for January 15, 2020**

Members and county staff in attendance: Muriel Hairston-Cooper, Dorshae Demby, Steve Boliek, Vince Doring, Careen Carlton, Peter Jablow and Bernadette Garrett

Meeting started at 7:10 pm

Agenda items discussed:

I. November 20, 2019 meeting minutes approved

II. Discussed Cable Advocacy Items: Committee discussed advocacy action items and reviewed current Montgomery County Cable Communications outreach endeavors.

- MCCC sent out cards to community to assess their cable and communication needs / For Cable Video related issues, the following link can be used to receive the most responsive service
<https://apps.montgomerycountymd.gov/COCMSPublic/CableComplaintIntake.asp>
[X](#)
- Develop a method to engage residents (e.g. send inquiry or message to county residents to...)
- Identify and inquire about ways to assess cable usage throughout the county; the ability to measure usage helps in assessing potential costs and needs

III. Cable Budget Discussion:

Cable Contract(s) - Continue to keep an eye on present and upcoming Verizon, and RCN cable contracts to identify any potential items that require advocacy for county residents (e.g. service, cable budget/cost allocation)

IV. Advocacy Strategies

A. Community Engagement:

(1) Create a way for county residents to submit questions. For example, we could create a *letter to introduce our selves to the entities that we are advocating for, letting them know who we are, what we can do, and how we can assist. It would also include upcoming meetings so that they could connect with us in a timely manner. So, at each*

meeting, each entity that wants to connect and communicate a specific issue would be discussed at the meeting.

B. Process for Submitting Advocacy Statements and Public Hearing Engagement

- 1. Submitting Advocacy Letters/Statements:** Committee discussed drafting an advocacy letter concerning the 5% designated in the cable budget to supplement cable entity (e.g. MCPS, MCCC) programs but appear to go to the general fund
 - a. Process for submitting an advocacy letter would be to submit MC Cable Commission Staff
 - b. After review, it would then be sent to the MC Council for consideration

- 2. Public Hearing Engagement:** CCAC would seek guidance from MC Cable Commission before submitting public hearing request
 - a. Committee would review the county public hearing schedule to identify items that we would potential what to speak out on
 - b. Next recommended step would be to prepare the message we would like to convey then choose the individual(s) to speak on the CCAC behalf at the public hearing
 - c. Submit request to County Council to be heard at that specific hearing

V. Future Focus Items:

A. Informational Sessions and County Cable Data Retrieval (continued from 2019)

1. Steve Boliek and Christina Junior will reach out to Montgomery County College Cable TV to identify potential dates to sit down and get insight to their cable program

2. Attend (in person or via CCM) to public hearings or sessions pertaining to the county's budget (to include cable and communication budget items and/or programming (schedule can be viewed via <https://www.montgomerycountymd.gov/COUNCIL/calendar.html>)

VI. Committee Action Items

- A. Advocacy Letter (In-progress):** Draft Letter Outline is located on the committee's Gmail share drive for content contributions and editing

- B. Attend County Budget Public Hearings**

1. CCAC is keeping an eye out for public budget hearings to attend
2. If we decide to present on behalf of CCAC, we will follow the fore mentioned procedures

VII. Questions and Closing Remarks: No additional remarks

VIII. Upcoming meeting dates: CCAC next scheduled meetings are:

March 18, 2020

May 20, 2020

September 16, 2020

November 18, 2020

Meeting Adjourned at 8:10 pm