



Mt. Hood Cable Regulatory Commission

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale & Wood Village

MT. HOOD CABLE REGULATORY COMMISSION

Hybrid – Zoom and MetroEast, Gresham, Oregon

January 22, 2024 Meeting Minutes - **APPROVED**

SUMMARY MINUTES

Call to Order 6:30 PM

Roll Call:

Present: Chair DeGraw, Vice Chair Harden; Commissioner Dennerline; Commissioner Thomas; Commissioner Roche; Commissioner Studenmund

Absent: Commissioner Goodlow (excused), Commissioner Wagner (excused)

Staff: Eric Engstrom, Deputy Director; Rebecca Gibbons, Staff and Operations Director; Andrew Speer, Utility Manager; Rana DeBey, Grants Manager; Kevin Block, Policy Analyst; Kathleen Lefebvre, Administrative Specialist

- Agenda Review: none.
- Disclosures: none.
- Public Comment (non-agenda items): An in-person attendee introduces himself as Mike Jones*. He addressed the Commission to express concerns about the lack of response from the MHCRC in response to his email and in person visit to the MHCRC staff offices. Laura Dyer exchanges contact information for follow-up after the meeting. Andrew Speer and Rebecca Gibbons shared with the Commission that they do not have record of receiving any contact with the public commenter Mike Jones, however, Staff will report back to Commission. Additionally, Tim Goodman comments his team will have someone investigate this as soon as possible.

*The record should reflect that the person commenting at the meeting name is actually Craig Wood.

- Community Media Center Updates
 - John Lugton, MetroEast's Director of Production Services, shared updates which included a recently completed project with the Gresham Barlow School District. During this engagement MetroEast created videos which instructed the community on their budget process, a successful project which now lives on the Gresham Barlow School District's website as an on-going resource. Lugton describes more successful engagements, including with Clean Rivers Coalition, Quest Integrative Health, and Young Audiences. Lugton reported that the IT team recently collaborated with surrounding Municipal sites to provide technology upgrades; this project will continue over the coming months. Lugton screen shared [this video](https://vimeo.com/905348824) featuring the Mobile Media Lab, a community engagement resources which was brought to life by an MHCRC grant: <https://vimeo.com/905348824>





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- KatMeow García, Open Signal’s Director of Community Media, screen shared a PowerPoint presentation. García describes a successful Winter Variety Show that featured music, poetry and comedy. García announced Open Signal was recently awarded a 3-year grant that will focus on youth programming. García reported the funding campaign was a success with 180 donors, of which 20% were new donors. García provided partnership updates, which included a film screening collaboration with Ubuntu Climate Initiative, a National Endowment for the Arts recipient, this collaboration will result in local and non-commercial material featuring climate arts and storytelling. García highlighted another recent successful partnership, Project 48, an organization working with youth experiencing foster care. Organizational updates included the recruitment for their Community Media Manager and the newly created position Director of Community Productions. García noted that Open Signal’s Board is examining the performance of the shared leadership structure. García gave a heartfelt thank you to Jamie Plankos who will be leaving Open Signal.
- Franchisee Activity Report
 - Zply – not in attendance
 - Comcast – Tim Goodman spoke about the January storm and the priority of restoring service. Goodman also shared that Comcast is developing their 2024 non-profit partnership program.

***CONSENT AGENDA – NO DISCUSSION**

Items listed below may be enacted by one motion and approved as consent agenda items. Any item may be removed from the consent agenda and considered separately if a member of the Commission so requests.

C1. December 18, 2023 Meeting Minutes

MOTION: Commissioner Harden moved to approve the Consent Agenda. Commissioner Dennerline seconded.

VOTE: 6-0 passed

REGULAR AGENDA

R1. Preliminary Funding Decisions: 2024 Community Technology Grants

Rana DeBey gave an overview of the pre-application process and noted there are currently 30 pre-applicants to be considered. DeBey reminded Commissioners that they are not approving funding at this meeting, rather deciding which pre-applicants had strong merit in relation to the funding criteria that should move forward in the process to develop a full project plan. Staff is recommending just over \$1.5 million grant budget allocation for the 2024 Community Technology Grant cycle. Staff is recommending the Commission consider pre-applicant attrition, submitted ineligible staffing costs and the available MHCRC contingency funds as reasons for considering approving over the allocated grant budget. DeBey noted Staff believe some pre-applicants will need to adjust their submitted budgets due to requested high contractual cost, which Staff believe is a line item that is not eligible for funding. DeBey said all pre-applicants agreed to adjust their budgets as necessary. DeBey said all pre-applicants





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have verified that if they are awarded MHCRC grant funds they are willing and able to provide video content to the Community Media Centers for cable broadcast.

MOTION: Commissioner Thomas moved that the pre-applicants 1 World Chorus, Catholic Broadcasting Northwest DBA Mater Dei Radio, NW Documentary, Outside the Frame, Portland Community College, Portland Public Schools, The North Northeast Business Association DBA Soul District Business Association, Roots & Beats Project: Indigenous Media Guild Project, Alberta House, Hand2Mouth Theater, NAAME: Keys, Beats, Bars: Video Series, NAAME: Voices of Wisdom Project, Roots & Beats Project: Proposal for "Immutable Studio", The Arc Portland Metro, Trash for Peace, Underscore, Wild Diversity, Black Men in Training (B.M.I.T.), Southwest Somali Community, Swingin' Sounds, The Blosser Center for Excellence in Dyslexia Education, and Torus move forward to the next phase of the grant process. Commissioner Roche seconded.

VOTE: 5-0 passed, Commissioner Studenmund abstained

Commissioners engage in discussion on the pre-applicants with scores of 3, 2 or 1.

MOTION: Commissioner Dennerline moved that the pre-applicants Caldera, Loco por la Aventura and Roots & Beats Mary Kiona Foundation Process move forward to the next phase of the grant process. Commissioner Thomas seconded.

VOTE: 5-0 passed, Commissioner Studenmund abstained

Commissioners engage in discussion on the pre-applicants with scores of 2 or 1. Commissioners said Mosquito Fleet PDX produces engaging content addressing how public policy effects river contamination, and funding Imagine Black Futures has potential for a large impact.

MOTION: Chair DeGraw moved that the pre-applicants Mosquito Fleet PDX and Imagine Black Futures move forward to the next phase of the grant process. Commissioner Dennerline seconded.

VOTE: 5-0 passed, Commissioner Studenmund abstained

Staff Activity

- Legislative Advocacy Report – Kevin Block referring to the policy memo included in the meeting packet reported updates on FCC NFPRM on Junk Fees, HR 3557, HR 907, and Net Neutrality.
- Strategic Planning Process – Rebecca Gibbons reported that NEX Strategies will guide MHCRC in the strategic planning process and in the coming weeks Staff will have a formalized strategic planning process to share with Commissioners including information on background, timeline, and scheduling.
- FY24-25 Budget Process – Eric Engstrom reported more information on the FY25 city budget preparation process will be shared as it becomes available and the FY25 MHCRC budget process will continue in the next few months. Douglas Imaralu started this month as the recently hired MHCRC Financial Analyst. Douglas will be introduced to the Commission at the March Regular Meeting. Engstrom shared the 2023 MHCRC Audit process was successfully completed,





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addressing one comment about end-of-year improvement.

- Franchise Compliance Update – Andrew Speer reported that there is movement with current negotiations with Comcast.
- Consumer Protection Report – Andrew Speer shared a 311 report and noted these will be produced quarterly. Speer ensured that Staff would report unresolved cases.
- April Mini Retreat – Kathleen Lefebvre confirms the April Mini Retreat date/time with Commissioners Tuesday, April 23rd from 4:30-8:30 pm.

Committee Reports

- Finance Committee – none.
- Equity Committee – none.
- Policy Committee – none.
- City of Portland Charter Reform Liaison – none.
- Open Signal Board Appointee – none.
- MetroEast Board Appointee – Board meeting in early December, no updates, January meeting will be on Wednesday, January 24, 2024.

New Business; Commissioner Open Comment – none.

Next MHCRC Regular Meetings:

- February – Recess
- March 18, 2024 – Hybrid In-Person hosted by Open Signal
- April 23, 2024 – In Person (hybrid if necessary)
- May 20, 2024 – Hybrid In-Person hosted by MetroEast
- June 17, 2024 – Hybrid In-Person hosted by Open Signal

Adjourned: 8:11 PM

Respectfully submitted,
Kathleen Lefebvre

