



Mt. Hood Cable Regulatory Commission

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

MEETING NOTIFICATION

March 20, 2023

6:30 p.m.

In-Person: MetroEast, 829 NE 8th Street, Gresham, OR 97030

- Or -

Virtually: Join Zoom Meeting

<https://us02web.zoom.us/j/87375984202?pwd=TW5EN040S0tDYXBCcmVHSC9sVHY0UT09>

Meeting ID: 873 7598 4202

Passcode: 509880

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AGENDA

- Roll Call
- Welcome Andrew Speer, City of Portland, MHCRC staff
- Agenda Review
- Disclosures
- Public Comment (non-agenda items)
- Chair Appointments for Committees & Board Appointments
- Community Media Center Updates
 - MetroEast
 - Open Signal
- Franchisee Activity Report
 - Ziplly
 - Comcast

***CONSENT AGENDA – NO DISCUSSION**

All 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.



MHCRC 1120 SW 5th Ave. Suite 405 Portland, Oregon 97204
503.823.5385 info@mhcr.org www.mhcr.org

- C1. January 23, 2023 Meeting Minutes
- C2. February 4, 2023 Planning Retreat Minutes

REGULAR AGENDA

- R1. TechSmart Initiative for Student Success - Making Meaning Report 20 min
 - A. PRE presentation
 - B. Commission discussion

- R2. Community Media Centers Annual Activity Reports 25 min
 - A. Presentations by Rebecca Burrell, Open Signal, and Seth Ring, MetroEast
 - B. Commission discussion

- R3. Applying for the Community Technology Grants Video 7 min

- *R4. Community Technology Grant Agreements: 2023 Cycle 15 min
 - A. CymaSpace
 - B. Northwest Children’s Theater & School
 - C. Outside the Frame
 - D. Wisdom of the Elders
 - E. Wonderfolk

- *R5. MHCRC Strategic Planning Process – Scope of Work and Direction to Staff 10 min

- Staff Activity Reports and Updates
 - Comcast/Ziplay Cable Franchise Renewal
 - MHCRC Goals & Objectives (draft)
 - Community Media Center Grant Agreement Renewals
 - I-Net End Fund
 - MHCRC FY23-24 Budget Process

- Committee Reports
 - Finance Committee
 - Equity Committee
 - Policy Committee
 - Open Signal Board Appointee
 - MetroEast Board Appointee

- New Business; Commissioner Open Comment
Meeting Schedule:
 - April 2023: Recess
 - **May 22, 2023** – (4th Monday due to Budget schedule) - Hybrid: In-person space hosted by Open Signal



- **June 26, 2023** (4th Monday due to holiday) – Hybrid In-person hosted by MetroEast
- Public Comment
- Adjourn

*Denotes possible action item

Please notify the MHCRC no less than five (5) business days prior to our event for ADA accommodations at 503-823-5385, by the City of Portland's TTY at 503-823-6868, or by the Oregon Relay Service at 1-800-735-2900.

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MT. HOOD CABLE REGULATORY COMMISSION
Hybrid – virtual or Open Signal – Portland, OR
January 23, 2023 Meeting Minutes – [DRAFT](#)

SUMMARY MINUTES

Call to Order 6:32 PM

Roll Call

Present: Chair Studenmund (in person), Vice Chair Dennerline (in person), Commissioner Wagner (virtual), Commissioner Roche (in person), Commissioner Goodlow (virtual), Commissioner DeGraw (virtual), Commissioner Thomas (6:42pm) (virtual)

Staff: Elisabeth Perez (in person), Rebecca Gibbons (in person), Rana DeBey (in person), Michael Wong (virtual), Eric Engstrom (7:30 in person), Donnie Oliveira (virtual)

- Agenda Review. None.
- Disclosures: None reported.
- Public Comment (non-agenda items): No public comment.
- Community Media Center Updates
 - John Lugton, MetroEast, reported that staff and the Board are working on updating the Bylaws. Lugton said they have hired a new finance manager and the Board and leadership team are engaged in a strategic planning process. Lugton updated the Commission on several of MetroEast's ongoing and new program and service areas.
 - Rebecca Burrell, Open Signal, shared a PowerPoint presentation that included photos from their holiday variety show. Burrell updated the Commission on several of Open Signal's ongoing and new program and service areas. Burrell report some changes in staffing including the creation of a Director of Partnership Education, filled by Elisa Barrios, who will be working with nonprofits and Cat Meow Garcia, who is taking on the role of Director of Community Media. Burrell said Open Signal is recruiting for a Director of Growth position.
- Franchisee Activity Reports
 - Ziplly: none
 - Comcast: Tim Goodman, Comcast, reported on Comcast's Lyft Zone program.





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***CONSENT AGENDA – NO DISCUSSION**

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C1. December 19, 2022 Meeting Minutes

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

VOTE: 7-0 passed

REGULAR AGENDA

R1. Preliminary Funding Decisions: 2023 Community Technology Grants

DeBey gave an overview of the pre-application process and the Commission's grantmaking criteria. DeBey said the Commission's evaluation criteria and equity indicators are published on the Commission's website so applicants know how their applications will be reviewed. DeBey reminded Commissioners that they are not approving grants for 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.

MOTION: Commissioner Thomas moved to approve Accent Network, African Youth & Community Organization, Caldera, CETI, City of Portland, The Rosewood Initiative, Trash for Peace, Wisdom of the Elders, Municipal Eco Resiliency Project and Outside the Frame to move forward in the granting process. Commissioner DeGraw seconded.

Discussion: Roche commented that all the applications were very strong and commended DeBey for her work in the community to solicit the applications. Dennerline, Studenmund, and DeGraw concurred and called out applicant organizations they were excited to see in the pool of applications.

Wagner said DeBey was very responsive and helpful in answering her questions and helping to guide her as she conducted the review of the applications. Wagner said reading all the information was overwhelming in a good way; that she learned about all the amazing things that are happening in the community.

VOTE: 7-0 passed

MOTION: Commissioner Roche moved to approve CymaSpace, Wonderfolk, Northwest Children's Theater & School, Portland Art Museum, Race Talks, Resolutions Northwest, Self Enhancement Inc., moving forward in the granting process. Commissioner Wagner seconded.

Discussion:

In response to a comment from Thomas about some of the applications lacking clarity, DeBey said if Commissioners have questions or comments about things they'd like staff to focus on with the applicants in the drafting of their final applications.





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Amended MOTION: Commissioner Roche moved to include Lower Boom Foundation in the list of applications above approved to move forward in the granting process. Dennerline seconded.

Discussion: DeGraw said the Lower Boom Foundation application was hard to follow and would benefit from more explanation about what they do and how they serve the community.

Thomas concurred and said they need to explain the community need and explain acronyms.

VOTE: 6-1 passed. Thomas voted nay.

DeBey said she will notify each of the applicants that they have been selected to move forward in the process. DeBey said she works with the applicants to address questions highlighted by staff and Commissioners in the development of a final application. DeBey said staff will bring forward final applications at the March, May, or June meetings.

Thomas said we may have to do a budget adjustment should the total amount awarded exceed the amount budgeted this year.

R2. Amend Contract with CBG Communications, Inc.

Perez said the Commission approved a contract with CBG in December 2020 for Franchise Renewal Consulting Services. Perez said the Commission amended the contract in September 2021 to include additional funds to support the Ziplly franchise renewal process and extended the term of the CBG contract and the Comcast negotiations period through March 31, 2022 and then amended the term a third time to September 30, 2022.

Perez said staff and the MHCRC's consulting team continue to meet with Comcast and Ziplly representatives regarding franchise renewal. While negotiations continue the terms and conditions of the existing franchise agreements apply.

MOTION: Commissioner Roche moved to amend its contract with CBG Communications, Inc. in order to extend the contract term through June 30, 2023. Commissioner Dennerline seconded.

VOTE: 7-0 passed

R3. Extend Ziplly Cable Franchise Renewal Negotiation Period

Perez said staff recommends that the Commission authorize the Chair to send a letter to Ziplly acknowledging the agreement to extend the cable franchise renewal negotiation period through December 31, 2023. In a letter dated February 6, 2020, Frontier Communications (now Ziplly Fiber) preserved its rights under the Cable Act for renewal of its Franchises between the Commission's Member Jurisdictions and Frontier Communications.

Perez said Ziplly has informed MHCRC staff that it no longer desires to renew its franchises with Commission Member Jurisdictions but has not indicated when it will not cease Cable TV operations.





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In November and December 2022, Perez said she met with each Member Jurisdiction to discuss the status of the franchise and the negotiations timeline; no questions or concerns were raised.

Perez said approval of the updated negotiations period will take the form of a letter from the MHCRC Chair to Zply acknowledging agreement to extend the negotiation period.

MOTION: Commissioner Thomas moved to authorize the Chair to send a letter to Zply acknowledging the agreement to extend the cable franchise renewal negotiation period through December 31, 2023. Commissioner Roche seconded.

VOTE: 7-0 passed

- Staff Updates
 - MHCRC FY23-24 Budget Process: Wong said the MHCRC's budgeting process will begin in March following the City of Portland's budgeting process.
 - Staffing Update: Perez said she is leaving Community Technology and the MHCRC in March 2023 to take on a new position at City's Community Safety Division as the Deputy Director. Perez said her last day is the end of February. Eric Engstrom, Bureau of Planning & Sustainability (BPS) Deputy Director, and Donnie Oliveira, BPS Director, were in attendance to provide an overview of the bureau and future staffing structure. Engstrom said BPS has an internal services group that includes finance, communications, technical, and HR staff that are now able to support the MHCRC and its programs. Oliveira gave a high-level overview of BPS's mission.
- Committee Reports
 - Finance Committee: none.
 - Equity Committee: Roche said the Committee is scheduled to meet on March 6
 - Policy Committee: none.
 - Open Signal Board Appointee: Commissioner DeGraw reported that Open Signal's Board remains engaged and productive.
 - MetroEast Board Appointee: Dennerline reported that the Board and staff have completed their 2nd strategic planning session.
- New Business; Commissioner Open Comment: None
DeBey reminded Commissioner of the upcoming TechSmart celebration breakfast and encouraged all to attend.
- Public Comment: None

Adjourned: 7:54 PM

Respectfully submitted,





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Rebecca Gibbons
Strategic Initiatives Manager



MHCRC 1120 SW 5th Ave. Suite 405 Portland, Oregon 97204
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MT. HOOD CABLE REGULATORY COMMISSION
Hybrid – virtual or Portland Building – Portland, OR
February 4, 2023 Retreat Minutes – **DRAFT**

SUMMARY MINUTES

Call to Order: 9:30 AM

Roll Call

Commissioners Present: Carol Studenmund (Chair), Jeff Dennerline (Vice Chair – virtual), Leslie Goodlow, Julia DeGraw, Scott Harden, Richard Roche, Cheri Wagner

Commissioners Absent: Norm Thomas

Staff Present: Elisabeth Perez, Rebecca Gibbons, Michael Wong, Rana DeBey (virtual), Eric Engstrom, Donnie Oliveira

Retreat Goals

- Provide an opportunity for Commissioners and staff to get to know each other and strengthen working relationships
- Refresh on the Commission's IGA and Staff Services Agreement
- Understand and develop the Commission's roadmap of key milestones, priorities, and resources
- Reach agreement on a strategic planning process to explore future direction and regulatory authority of the Commission
- Revisit the Commission's operating agreements and meeting protocols

Commission's IGA, Staff Services Agreement, & Rules of Procedure

Perez led the Commission through a review of the Commission's IGA, Staff Services Agreement, and Rules of Procedure in an effort to ground everyone before engaging in discussions about future planning.

Following a small-group exercise to review and report out on sections of the IGA, Commissioners discussed possible gaps and changes in the current scope and the process to open discussions about changes with the Jurisdictions. Commissioners shared excitement for engaging in broad strategic planning on the future of cable/broadband work and the inter-governmental collaboration and structure that it could take.

Following another small group exercise, Commissioners discussed the staffing structure in light of the staff's move into the Bureau of Planning & Sustainability. Commissioners expressed





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concern about losing Perez's position and sought to affirm with Engstrom and Oliveira that the Commission would have a dedicated high-ranking leader/advocate going forward. Commissioners reviewed with staff the current administrative and financial services provided under the agreement with the City of Portland.

Check-in on Commission's Operating Agreements and Meeting Protocols

Commissioners reviewed the description of duties for Commission members and discussed the role of Commissioner and their primary responsibilities. Commissioners discussed the roles and responsibilities of a working board vs. an advisory board. Commissioners agreed that due to their grantmaking authority and authority to negotiate and advocate on behalf of the jurisdictions that the Commission is a working board, however Commissioners recognized that in order to embark on robust strategic planning they individually are wanting to invest more time into engaging with their jurisdictions and stakeholders.

Commissioners discussed administrative processes and the process to evaluate staff services provided by the City of Portland.

Future Planning

Commissioners and staff discussed priorities and proactive actions for the coming year to set the stage for the future. Perez presented a draft scope of work for a strategic planning process and Commissioners reviewed and discussed the draft in small groups before coming together to discuss outcomes, timeline, and next steps.

Discussion points included:

- Commissioners must play a role in leading discussions alongside staff.
- Make sure stakeholders are educated about what's happening and how the existing benefits are changing.
- Educate the jurisdictions about what is at stake. "Stronger together" is a powerful message point.
- How do we best position community media?
- Does there come a point when the MHCRC is a cost not worth bearing for the jurisdictions?
- What other funding structures and inter-governmental structures would support of the Jurisdiction's collective needs?

Commission's FY22-23 Workplan and Priorities for Next Fiscal Year

Commissioners were provided an opportunity to discuss and ask questions about the status of FY22-23 workplan projects. A detailed workplan update was included in the meeting packet. Staff presented briefly on the goals of the Community Grants visioning project and referred to the mid-year budget update included in the meeting packet. Key take-aways from the mid-year budget update included: 1) revenue declines continue to accelerate, which affects: Open Signal





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capital funding, MetroEast capital and operating funding, Community Grants funding, MHCRC Compliance Program funding, and 2) Cable systems are increasingly used to primarily deliver broadband enabled services.

Commissioners reviewed the Goals and Objectives for this year and directed staff to bring forward a draft workplan and Goals and Objectives for the coming fiscal year for input at the March regular meeting

Adjourn: 4:30pm

Respectfully submitted,
Rebecca Gibbons, Strategic Initiatives Manager



REGULAR AGENDA

TECHSMART IMPACT REPORT

2014-2022



TECHSMART INITIATIVE

\$15,884,647

FUNDS AWARDED

The Mt. Hood Cable Regulatory Commission (MHCRC) launched the TechSmart Initiative for Student Success in fall 2014, with plans to strategically invest a total of approximately \$19 million through 2023 in local public schools to positively impact academic outcomes for all students in Multnomah County. The TechSmart Initiative aligned with the collective effort of the broader community engaged in the All Hands Raised Partnership.

The MHCRC had two overarching goals for the TechSmart Initiative: 1) MHCRC funded School districts will understand and implement effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students, and 2) The MHCRC and school districts will validate and disseminate effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students. The MHCRC invested in district efforts to equitably close the achievement gap and make progress on academic outcomes key to student success, including kindergarten readiness, 3rd grade reading, 8th grade math, 9th grade credit attainment, high school graduation, and English language learners' annual progress.

The MHCRC is made up of 8 dedicated community volunteers, backed by professional office staff. It was created by an intergovernmental agreement (IGA) among the cities of Fairview, Gresham, Portland, Troutdale, Wood Village and Multnomah County ("jurisdictions") in an effort to provide enhanced public benefits from cable communications franchising and regulation.

INITIATIVE GOALS

1

School districts funded by MHCRC grant investments will understand and implement effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students.

2

The MHCRC and school districts will validate and disseminate effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students.

FCC CHANGES

In 2018, the Federal Communications Commission (FCC) proposed a new rule (621 order) that would negatively impact local communities to the benefit of cable companies. The rule undermined public benefits (which are the basis for the MHCRC's grant funds) negotiated in cable franchise agreements and allowed companies to deduct from franchise fees the value of certain benefits, such as community access channels or live video transport of city council meetings. After a public comment period during which the MHCRC joined a coalition of 35 local governments to fund and file comments opposing the proposed rule, the FCC did adopt the rule and the order took effect in September 2019. In response to the rule, the MHCRC was no longer able to fund certain types of projects. Unfortunately, TechSmart funding was cut short by about \$3 million due to concerns over the 621 order.

DAVID DOUGLAS SCHOOL DISTRICT

Two grant projects were conducted with David Douglas School District involving the purchase of equipment such as Chromebooks and Smart Boards, providing a technology integration coach, and funding professional development to support staff with the goal of utilizing technology to improve kindergarten readiness, 3rd grade reading outcomes, English language learners' progress, increased student achievement in mathematics, and closing the achievement gap of historically underserved populations.

REYNOLDS SCHOOL DISTRICT

Two grant projects were conducted with Reynolds School District. The first focused on improving student achievement in 8th grade math, 9th grade credit attainment, and English learners' progress by providing devices including Microsoft Surface Pros (teachers), short throw projectors, Dell Venues (students), and 3D printers. The second project focused on expanding "Constructivist Classrooms" across high schools to assimilate the use of technology throughout the student and teacher instructional experience.

GRESHAM-BARLOW SCHOOL DISTRICT

Two grant projects were conducted, with the first involving the purchase of iPads for kindergarten students, Chromebooks for students in grades 1-3, and professional development to support staff with the goal of improving 3rd grade reading outcomes and English language learners' progress. The second project focused on embedding technology in middle school math to provide targeted support for increasing 8th grade student achievement in math and 9th grade math credit attainment.

6

School Districts

9

Funded Projects

10+

TechSmart funded **over 10 different types of devices** including but not limited to Chromebooks, Smart Boards, robotics kits, projectors, sound bars, and production kits.

16+

TechSmart funded **over 16 different types of applications** including but not limited to Lexia, MyOn, Seesaw, Google Classroom, Jamboard, iReady, Sphero, Flipgrid, Schoology, and Office 365.

PORTLAND PUBLIC SCHOOL DISTRICT

This five-year grant project supported the K-5 Equity-Based Balanced Literacy (EBBL) framework adoption at Portland Public Schools. Thirty-one schools across the district received professional development and technological infrastructure with the goal of improving 3rd grade reading outcomes and English language learners' progress.

CENTENNIAL SCHOOL DISTRICT

This grant project funded Chromebooks for students and staff, projectors and document cameras for classrooms, digital microscopes and other experiential science technology, Hapara licensing, a STEM coach, and PD for teachers, all with the goal of increasing Project-Based Learning to close the achievement gap for historically underserved populations.

PARKROSE SCHOOL DISTRICT

This grant project provided technology infrastructure and teacher professional development to support 1:1 student devices with the goal of improving the district's performance on the student success indicators of 9th grade credit attainment, English language learners' progress, and high school graduation.

TechSmart Funding Allowed Districts to **TAKE RISKS**

All districts were afforded the ability to try new technologies, new instructional strategies, and new PD formats using the TechSmart funding!

In Portland Public Schools (PPS), TechSmart funding combined with a small scale start in 5 schools, allowed for trial and error with high-risk program elements like expensive tech programs, devices, and infrastructure to see how successful they were within the school environment. Providing a large supply of Chromebooks was also a big risk and required building out technical support.

In Reynolds School District (RSD), the TechSmart funding allowed the district to take instructional risks like trying out a flipped classroom model and purchasing expensive technology such as 3D printers and short throw projectors for Math classrooms. RSD also took a risk by pairing TechSmart PD with their pre-existing lab cycle format.



The fact that we were supplying classrooms with so many Chromebooks was a huge risk in itself. This meant that we had to work on building our district support technically, professionally, and developmentally to make that happen. That is something that we would not have done without TechSmart.

-PPS Techsmart Project Manager



Our teachers have used tech to create a flipped classroom in which the students review lessons at home as a part of homework and prep for the next day. Teachers then use class time to engage with students about their learning and observations. This allows teachers and students to dive deeper into content.

-RSD principal SY 19-20

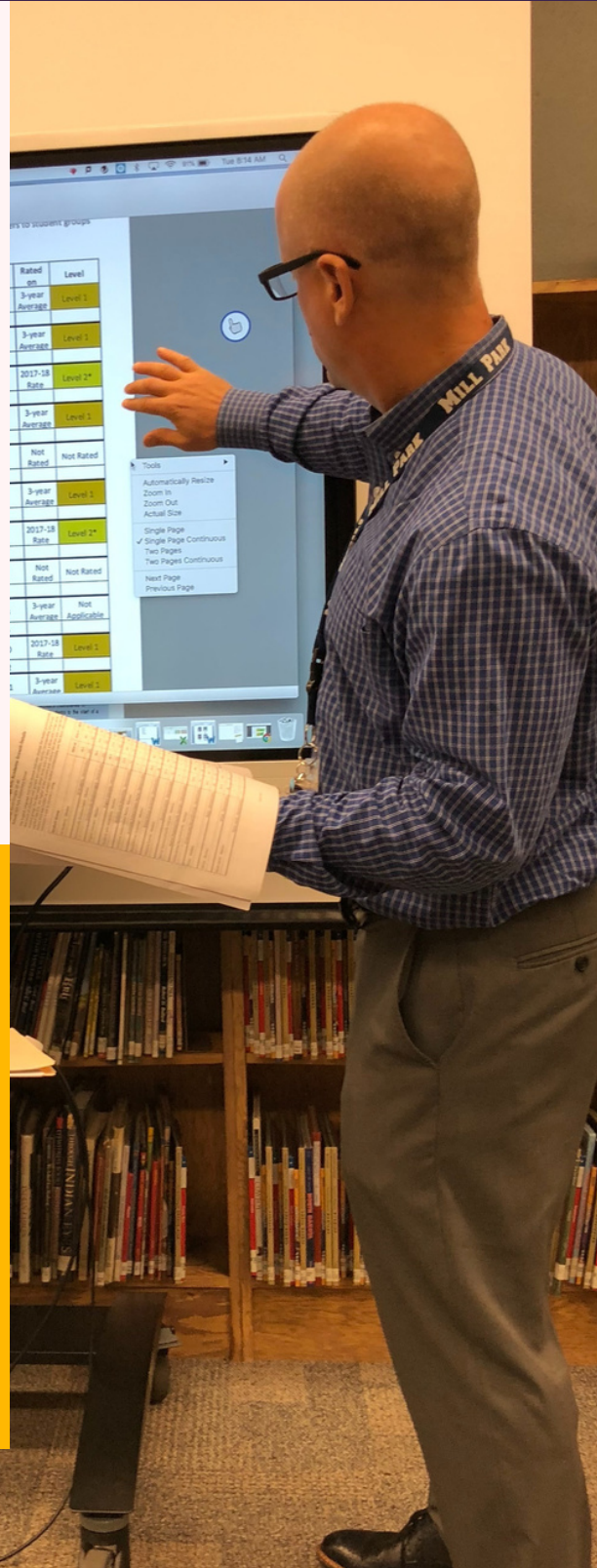


TECHSMART SCHOOLS WERE PREPARED FOR THE PANDEMIC

- Students were familiar with Google classroom and SeeSaw
- Students knew how to use Chromebooks
- Teachers had established Google classroom environments
- Teachers knew how to embed videos and links in classroom content
- Teachers were able to use more sophisticated tools due to comfort level with learning new technology
- Students could easily login to devices

“My students were already practiced at online instruction. Distance learning was not much different, except that my communication was through email or Microsoft Teams”

-TechSmart School Teacher



GRANT SUCCESSES TO REPLICATE

1 START SMALL & SCALE UP

PPS started with 5 TechSmart schools in Year 1 and eventually scaled up to 31 schools by Year 5. Starting small allowed the district to “try technologies, processes, and instructional strategies and not get it right the first time” and “test solutions in a single school” to then replicate successes with others.

RSD started with a cohort of 13 math teachers in Year 1 of Grant 1 and expanded it to all middle and high school math teachers by the end of Grant 1. Grant 2 expanded to all high school teachers at Reynolds High School and Reynolds Learning Academy.

In David Douglas School District (DDSD), starting small with TechSmart in one elementary school for Grant 1 became a model for the district’s internally funded grant program called the Google Ninjas. This program later funded 50 Chromebook carts across the district.

2 SHARED LEARNING ACROSS DISTRICTS CONTRIBUTES TO SHARED SUCCESSES

Goal 2 of the TechSmart Initiative was focused on disseminating findings. Through the annual TechSmart shared learning events and other informal networking, districts were able to share successes and challenges and learn from each other’s experiences. Districts had conversations and school visits to see what other schools were doing. Monthly tech meetings paved the way for increased communication and collaboration around technology within schools.

A group of technology coaches from East County districts (RSD, GBSD, DDSD) chatted in the hallway after the first TechSmart shared learning event in 2017. This resulted in the formation of the East County Technology Consortium which was a group of tech coaches that met monthly to share learnings. Today this group is hosted by the MESD and continues to hold monthly tech meetings.

“I think it was great hearing from other districts what they were doing. How they were rolling things out. We were able to learn from other districts. I know vice versa, we’ve been able to share with other districts what we did. I think all of us learned something from each other. We were able to have other districts come in and visit with us and see what we’re getting in our schools and have a lot of conversation, not just about us, but what they were getting too.”

“TechSmart allowed and paved the way for districts to communicate and collaborate with each other for technology.”

GRANT SUCCESSES TO REPLICATE

3 COACHING WAS IMPERATIVE TO INCREASING TECHNOLOGY SUPPORTED INSTRUCTION FROM TECHSMART TEACHERS

“I think especially for schools that had year after year of full coaching, there were lasting big changes in those teachers, in how they approach, and how they're integrating technology.”

“I think the biggest success and the most integral part was the coaching design. The coaching model was key because that's what really moved the needle and that's what really showed the biggest support to the teachers and the staff.”

“I can't even imagine if there was not a tech coach in the district or if a couple of the schools hadn't gone through this TechSmart initiative, how uncomfortable people would be using technology.”

4 CONSISTENCY IN LEADERSHIP MATTERS

TechSmart gained substantial footing at PPS in 2018 with the hiring of the Director of Learning Technologies who would remain throughout the rest of the grant along with TechSmart Program Lead, and lead TechSmart TOSA (Teacher on Special Assignment).

RSD maintained consistent leadership throughout the entire TechSmart initiative. The lead TechSmart administrator became the first to hold the district leadership role of Director of Instructional Technology when it was established in 2019.

DDSD leadership remained consistent throughout the two grant cycles and has largely been placed in the hands of the district Technology Integration Coach, who stated, “I was very fortunate to work with two amazing directors who were 100% behind the TechSmart work and very supportive too. They would take TechSmart reports to cabinet meetings to show proof of grant success and advocate for the work!”

Districts with less consistent leadership, including Centennial School District and GBSD, struggled to maintain grant momentum, particularly through the pandemic.

TechSmart at the Forefront of **DIGITAL EQUITY**

A focus on “high need” schools: The first PPS grant Cohort included one Title I school and one high-income school along with three mid-range SES schools in order to compare differences in initial implementation. Through Cohort 1, the district saw clear evidence that improvements in infrastructure and technology accessibility should go toward schools with the highest need. By the end of the initiative, the grant was targeting all Title I schools.

“TechSmart allowed us to think about things in terms of what kids are going to need, and making sure that we're getting a good balance... We kept that balance in the first couple of years. Then after that, we started to really focus on the Title I schools... It was clear that we needed to.”

Digital Access became a priority during the pandemic: The pandemic forced districts across the country to see that simply giving students a device did not provide them access. Being prepared with the devices allowed TechSmart districts to focus on access during the pandemic.

“People didn't really know what a dead zone was... It really shined the light on our need for internet access for all. We have since had the City of Wood Village reach out to put some money towards increasing internet access for our entire community.”



TechSmart at the Forefront of **DIGITAL EQUITY**

Equity became infused into everything... including technology:

“ At some point our TechSmart team started saying, 'There's not a department that does this specifically anymore, so it has to be us. We have to figure out what we're doing in our coaching to make sure that our teachers are thinking about racial equity first and foremost when using technology'.”

TechSmart in the classroom vs. comprehensive distance learning (CDL):

“ The challenges that come with distance learning, however, can't be overstated. In-classroom use of TechSmart tools increased equity and engagement. As students have shifted to work at home, access to devices, internet, and peer and staff support is highly varied and inequitable. Many teacher plans, especially around PBL work, have been thwarted or underwent significant revision. This new educational landscape has some benefits, such as students and teachers quickly learning new technology tools, but many impacts have been negative. We recognize these challenges and seek ways to grow equity and best practices as we continue into the next school year.”



Student centered learning:

“ Technology provides the opportunity for learning to happen without that central control by a teacher. We need to help teachers understand if there's commotion in the room, that doesn't necessarily mean that things are out of control, it doesn't necessarily mean that learning isn't happening. How do we reframe a teacher's understanding of what their role is in a classroom if the technology is there? It's the same mentality that both our equity department and our efforts towards technology integration, were both about overcoming these traditional practices that were rooted in white supremacy and that they can work and should work side-by-side.”

SUCCESS STORIES



Early TechSmart Successes in David Douglas School District:

"I always think about a first-grade teacher from Earl Boyles who at the start of TechSmart and was so "anti-technology" that she made her student teacher check her email. She was that hands-off. Through TechSmart she got introduced to new technology including a SMART Board and Chromebooks. We worked with each other so much and by the end of the Earl Boyles Grant, she was making a troubleshooting document for all the teachers. She was one of the technology leaders and that's truly, truly amazing."

-DDSD Technology Coach

TechSmart paved the way for district level strategic change in Reynolds School District:

District administration discussed how TechSmart set the district up for future technology infrastructure.

"Our district's strategic plan has changed over the course of TechSmart in a big way. The creation of a whole department to support the instructional side of technology was very strategic. During our first TechSmart grant, we saw a desire to increase technology in other departments and grade levels outside of 6th-9th grade math. Because we haven't had stable funding from the state, this desire pushed us to look for different opportunities in how to fund technology in the district. The work with MHCRC set us up to specifically look for technology grants and look for novel ways to support the integration of technology into the classroom. We received these other grants because of the structure we had put into place in our first TechSmart grant. The partnership with MHCRC has set us up well and I cannot imagine the current situation without it."

-Reynolds Administrator

SUCCESS STORIES

Gresham Barlow School District made early strides towards differentiated instruction to support at-risk students

Gresham Barlow School District's (GBSD) first grant showed early evidence of technology-supported differentiated instruction to support at-risk subgroups working towards the TechSmart goal of reducing the achievement gap. A GBSD teacher in 2018 said the following:

"I am able to use tech to assign certain levels of reading to specific kids. This allows everyone to have the same content but not at the same reading level. So when they have a discussion, the kids at different levels are able to participate in the same conversation because they've been exposed to the same things but at their own level. Plus, using the device allows students to have privacy around reading level which increases confidence."

Project Based Learning showed early promise in Centennial School District

Centennial School District's TechSmart grant focused on the use of technology-supported Project Based Learning instruction to foster student creativity, collaboration, communication, and critical thinking. The district showed early momentum in this work as described by a teacher in Year 1 of the grant:

"We got into the final project for the project-based learning and students were making the videos. They would have worked on that for a month if I would have let them. They were super engaged with that and I've never seen that with any other activity that we've done in class before. Students would come in and get started working before class started and I was just there to help them if they needed something. They were self-motivated and it was really cool."

Parkrose School District worked through growing pains of technology integration to inform future Grant design

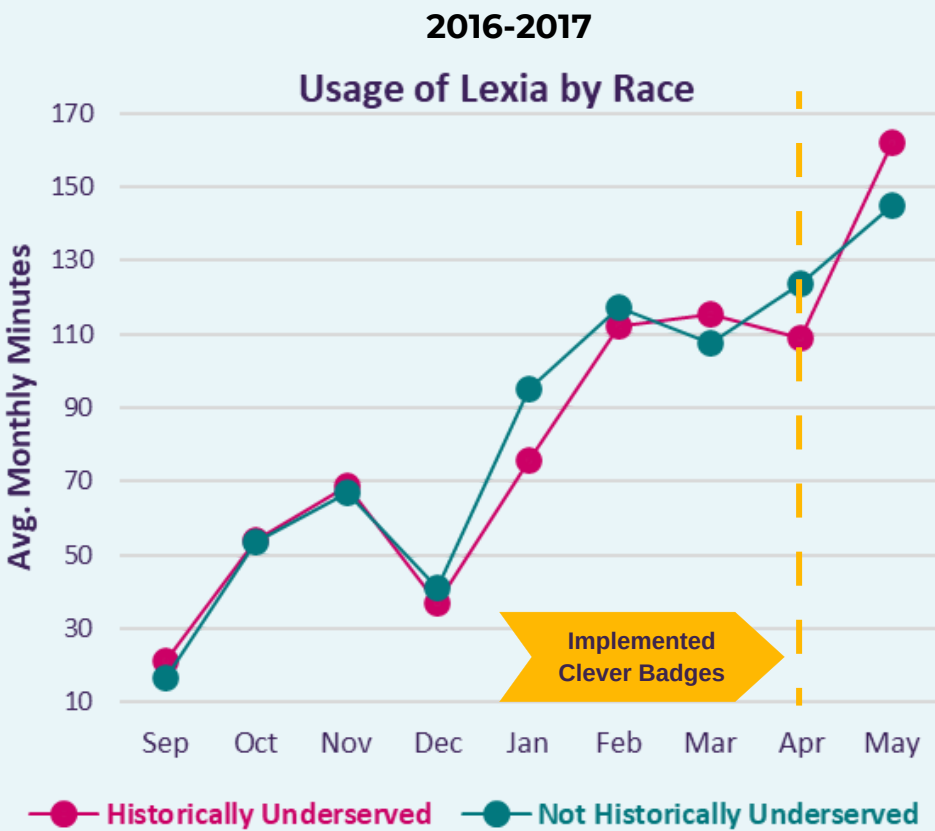
Parkrose SD was the first school district to receive a TechSmart grant in 2014 and had a few key lessons learned that helped pave the way for future TechSmart grant funding decisions:

- Investing initial funding in the district Wifi infrastructure was imperative.
- Due to lack of engagement with group PD, the district learned over the course of the grant that push-in support from the IT director was more beneficial for adapting teaching strategies using the technology. All grants following this were required to have a technology coach in the project plan.
- 1:1 device distribution at the high school resulted in lessons learned around device maintenance, check-out procedures, and content management.

SUCCESS STORIES

Clever Badges at Portland Public Schools created one less growing pain during the Pandemic

The PPS TechSmart team experienced problems early on with students of all grade levels but especially K-1 struggling to remember and/or type their device passwords (learning numbers, learning to type, learning their birthdates). Clever badges allowed students to log in quickly without knowing their birthday and allowed them to use any Chromebook in the room. Instructional time increased immediately, especially for historically underserved students (see graph). Teachers and coaches reported that logging in took significant parts of instruction time, and caused frustration for students. Clever badges were immediately adopted at all schools during the pandemic and made the shift to comprehensive distance learning less challenging.



TECHSMART STUDENT ACHIEVEMENT

The TechSmart Initiative was designed to support the **Oregon All Hands Raised (AHR) Partnership**, which launched in 2012 with a goal of supporting Multnomah County youth from cradle to career. In order to support the community in improving the academic and social well-being of Multnomah County children, the AHR partnership prioritized 12 community-wide indicators that span kids' development from birth to career. The goal of establishing these indicators was to help facilitate thoughtful and measurable action with an acute focus on racial equity.

TechSmart projects were required to work towards one or more of the community indicators present in K-12 education including:

- **Kindergarten Readiness**
- **Kindergarten Attendance**
- **3rd Grade Reading**
- **6th Grade Attendance**
- **8th Grade Math**
- **9th Grade On Track
(Credit + Attendance)**
- **High School Graduation**



Learning doesn't begin and end in the classroom. Transforming children into educated, independent adults is the job of the entire community. The All Hands Raised Partnership gathers Multnomah County's diverse efforts and harnesses them to support kids before, during and after school—from cradle to career."

-All Hands Raised Historical Publication, Ch. 1.

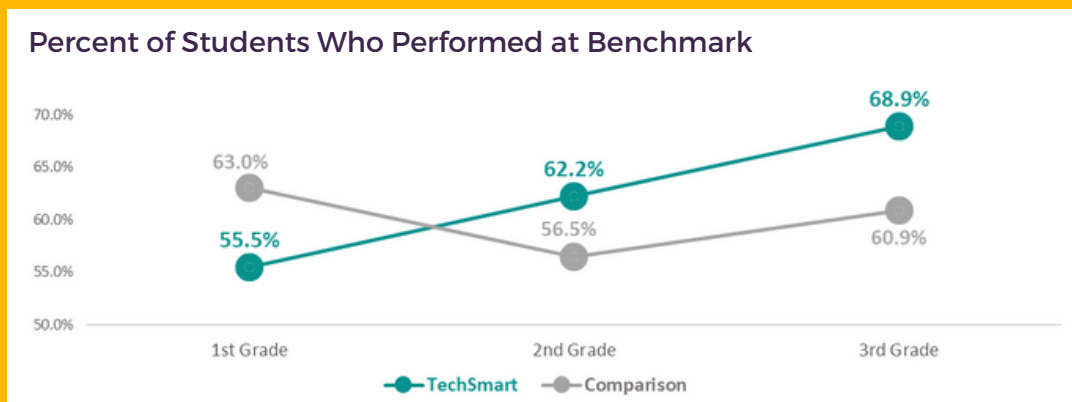


TECHSMART STUDENT ACHIEVEMENT

Each TechSmart evaluation included a quasi-experimental student achievement study in order to examine the impact of the TechSmart Initiative on one or more of the AHR community indicators and understand progress towards closing the achievement gap. Student achievement studies tracked TechSmart cohorts annually and compared progress to either a real time comparison cohort or a historical comparison cohort. Prior to the pandemic, several promising student achievement findings emerged as highlighted below.

David Douglas School District

The EasyCBM assessment was used to examine literacy progress for Earl Boyles students involved in the first DDSD grant. Although this tool is traditionally used for instructional purposes and not evaluation, PRE tracked the percentage of students performing at benchmark on the assessment over time. The graph below shows the percentage of students performing at benchmark for TechSmart Cohort 1 and their comparison group over the course of the grant. The percentage of Cohort 1 students who performed at or above benchmark increased steadily from 1st to 3rd grade, surpassing the percentage of comparison group students who performed at or above benchmark in both 2nd and 3rd grades. There was no consistent trend in the comparison group, indicating TechSmart had a substantial benefit for Earl Boyles students in Cohort 1.



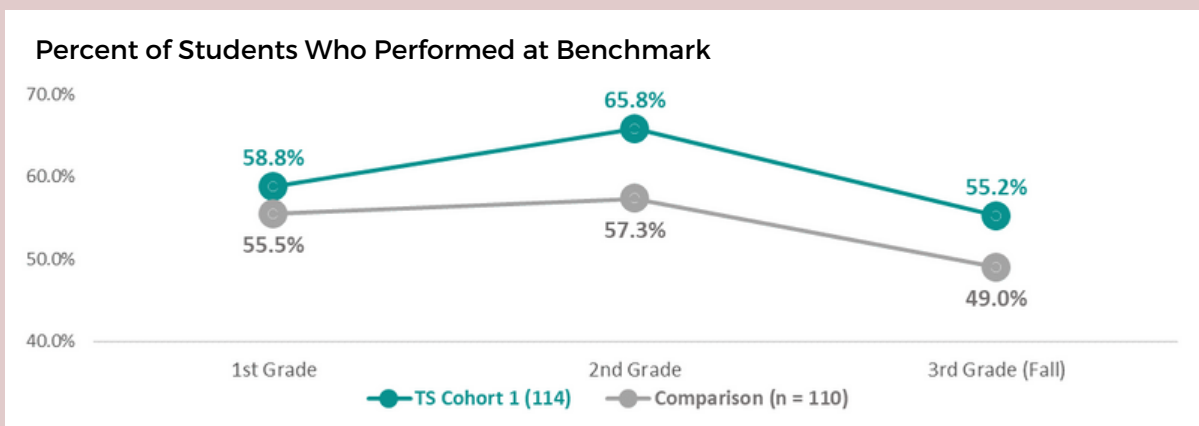
Reynolds School District

Student achievement data examined for RSD TechSmart students in the SY 17-18 evaluation revealed promising findings. **Results showed that by 7th grade, TechSmart Cohorts 1 and 2 had earned, on average, a significantly higher number of math credits and overall credits when compared to a historical comparison group.** Cohort 1 and 2 students from historically underserved subgroups (e.g., students of color, Special Education students, English language learners) were also showing higher math credit attainment than the historical comparison group, providing evidence that TechSmart was closing the achievement gap.

TECHSMART STUDENT ACHIEVEMENT

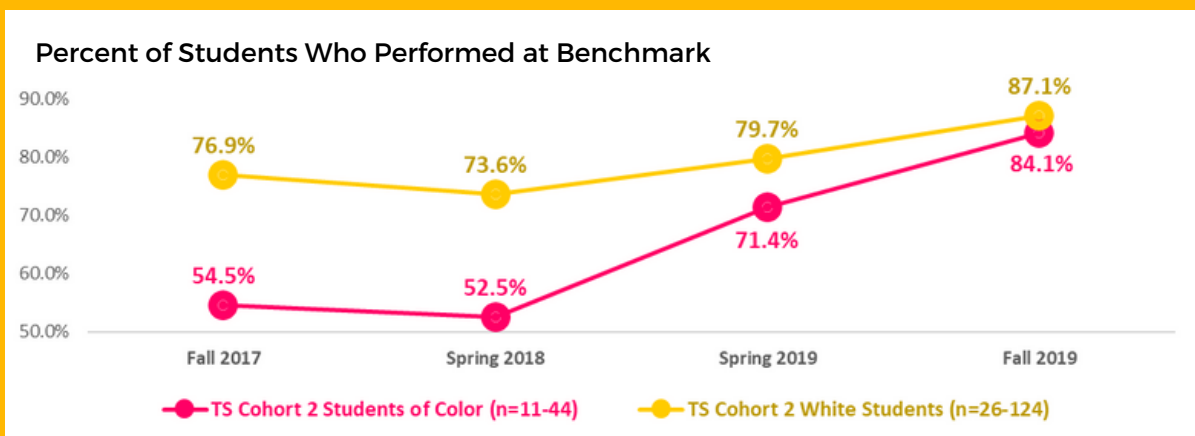
Gresham Barlow School District

The SY 19-20 evaluation for GBSD showed promising achievement findings for the first cohort of TechSmart students on the DIBELS assessment. PRE tracked the percentage of students performing at benchmark on the assessment over time. The graph below shows the percentage of students performing at benchmark for TechSmart Cohort 1 and their comparison group over the course of the grant. A higher percentage of TechSmart Cohort 1 students performed at benchmark than their comparison group across all three grades from 1st grade to 3rd grade. Please note that results are descriptive in nature.



Portland Public Schools

The SY 19-20 PPS evaluation showed evidence of a reduced achievement gap between students of color and white students in TechSmart Cohort 2. Examination of the percentage of students reaching benchmark on the DIBELS showed that the achievement gap closed in SY 19-20 to only a 3 percentage point difference between white students and students of color, as shown in the graph below. Please note that results are descriptive in nature.



LIMITATIONS OF STUDENT ASSESSMENT DATA

This report does not include student achievement findings beyond 2019, due to lack of comparison groups and limited ability to access reliable assessment data. The COVID-19 pandemic played a substantial role in limiting the availability of student achievement data from the 2019-20 school year onward. Impacts of the pandemic on student achievement data included:

- In Spring of 2020, all schools transitioned to virtual instruction and all students began receiving instruction via technology. This limited PRE's ability to draw comparisons between TechSmart and non-TechSmart schools moving forward, as all schools were receiving some level of technology-integrated instruction.
- State testing was not completed in 2020 or 2021 due to the pandemic. This greatly impacted PRE's ability to examine 3rd grade reading and 8th grade math outcomes for TechSmart projects.
- Some formative assessments were conducted during Comprehensive Distance Learning (SY 20-21), which could be used to examine student achievement in some districts. However, the data often lacked reliability and were incomplete in many cases since the assessments had been administered virtually.



WHATS NEXT FOR EDUCATION TECHNOLOGY?

In the final TechSmart closeout interviews, administrators discussed what is next for Education Technology. The response was clear that technology will continue in our districts noted by one district administrator:



I think technology is here to stay. Chromebooks particularly are here to stay in our schools. I'm not super concerned long term about the will to fund technology.”

In terms of what is coming next, district administrators shared the following:

- **Reframing the traditional role of the teacher.** Some TechSmart districts are working to reframe the traditional understanding of the teacher's role in the classroom now that technology is present. There is a goal to help teachers see that commotion doesn't mean they have lost control, but learning is indeed happening. “Technology provides the opportunity for learning to happen without that central control by a teacher.”
- **Intentional use of Applications:** Districts are being more intentional about the use of technology applications. DDS D shared an Educational Program App Approval Flow Chart that asks questions like:
 - Does it align with district and curriculum goals?
 - Is the site free of ads?
 - Is the content appropriate for student viewing?
- **Student Data Privacy:** In line with being more intentional about the use of technology applications, districts are increasing their focus on student data privacy. DDS D performs a risk analysis and requires vendors to sign a “Data Privacy Agreement” in order for an application to be approved for classroom use.
- **Device Maintenance and Continued Innovation:** Districts commented on the fact that in addition to keeping up with all the technology added over the life of the initiative, including 1:1 devices, there will be a need to continue innovating to what is next in the world of Educational Technology, as noted by one administrator, “How will we fund interactive technology and when do we start looking at this? What's that next technology coming around the corner and how do we innovate from here?”

THANK YOU

Funds for the TechSmart Initiative for Student Success derived from the cable services franchises negotiated by the MHCRC with Comcast, Ziplly (formerly Frontier), and Reliance Connects. The cable companies pay three percent of their gross revenues on video services in Multnomah County to support community uses of cable system technology, including funding for the MHCRC's Community Grants program. Cable companies enter into franchise agreements in order to use the public right of way for their business purposes.

This funding initiative would not have been possible without the support and dedication of the members of the MHCRC at the time of, and leading up to, the initiative's launch. Thank you for your tireless support of the communities you serve. Your generous natures, innovative spirits, and commitment to public service are nothing short of inspirational. Thank you to the previous MHCRC Program Manager, Julie Omelchuck, whose professionalism and intellect were directly responsible for the implementation and success of the Initiative.



Pacific Research and Evaluation (PRE) partnered with the MHCRC from 2014-2023 to evaluate each of the TechSmart projects and the initiative as a whole. Research activities included surveys and interviews with students, teachers, technology coaches, and administrators. PRE worked to design student achievement studies and access relevant outcome data from districts. Although the pandemic challenged the TechSmart Initiative and corresponding evaluation in many ways, this report highlights a sample of the many important successes achieved through the work. Please contact Kristi@pacific-research.org with any questions regarding the content of this report.



Mt. Hood Cable Regulatory Commission

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

COVER SHEET – AGENDA ITEMS #R4

For Commission Meeting: March 20, 2023

“Community Technology Grant Agreements: 2023 Cycle”

Recommendation:

Staff recommends that the Commission approve the following five Community Technology grant agreements:

A. CymaSpace	\$206,083.00
B. Northwest Children’s Theater & School	\$161,056.00
C. Outside the Frame	\$77,000.00
D. Wisdom of the Elders	\$77,176.00
E. Wonderfolk	\$35,852.00

Background:

At its January meeting, the Commission selected 18 Pre-Applications to invite to apply for funding. Following the Commission’s decision, MHCRC staff began to engage all 18 applicants in a process to complete full grant applications and contracts. In follow-up to specific Commissioner comments at the January meeting, staff collaborated with applicants to make suggested revisions to the pre-applications including clearly defining measurable outcomes and evaluation measures, expanding on programmatic details surrounding beneficiaries, and the development of detailed project budgets that would more clearly identify the matching resources necessary to successfully implement a project.

Two organizations (RACE TALKS, Lower Boom Foundation) have since withdrawn their applications from consideration in the 2023 Community Technology Grants Cycle.

Staff has reached agreement on final grant agreements with five applicants so far and is recommending the Commission approve the agreements at the March meeting. The five agreements total \$557,167 in grant funds.

As part of the normal grantmaking process, Comcast is given the opportunity to review all final grant applications and contracts prior to staff moving the contracts forward for Commission consideration.



Grant Agreements for Approval - Summaries:

A. CymaSpace

Recommendation:

“Approve the Community Technology Grant Agreement with CymaSpace for a total of \$206,083.”

Background:

Final Grant Request: \$206,083 (Pre-Application Grant Request: \$177,480)

Final Total Project Budget: \$423,064 (Pre-Application Total Project Budget: \$380,860)

Public Benefit Area: Improving Community Involvement

The “PAHcast Creative and Development” project seeks to both facilitate production of a new PAHcast (*an ASL concept meaning “finally, cast off, or deprived of” and “joy and relief”*) video series and provide much-needed access to equipment and training for the Deaf and Hard-of-hearing (DHH) community of creators throughout Portland. CymaSpace aims to produce 10 to 12 video series created by different members of the Deaf community, which will highlight the diverse, intersectional perspectives within the community, prioritizing those who are women, BIPOC, and LGBTQIA+. DHH community members’ will work with mentors to learn filmmaking and video editing skills, which they will then use to produce, present, and ultimately celebrate a broader spectrum of Deaf stories than are currently available on mainstream media. Participants will have full access to a professional library of film production equipment and a newly-created video editing room at CymaSpace’s media lab. In addition, CymaSpace intends to produce episodes of an original TV series names “KissFist,” which uses puppets that speak with American Sign Language (ASL), designed to engage children and families in Deaf culture as well as exposure to ASL-based storytelling. “KissFist” was tested during the pandemic and met with significant community interest and excitement. By the end, CymaSpace intends to have hosted up to 16 workshops for the DHH community and have shared out a minimum of 35 episodes of video content with the community media centers.

In response to Commissioner comment at the January meeting, staff worked to ensure that the grant funded budget only includes eligible capital costs.

This grant request increased \$28,603 due to both revised estimates for existing equipment costs and additional quotes for equipment that is necessary to successfully complete the project. In addition, the original timeline was increased to accommodate potential delays in receiving equipment and ensuring completion of project objectives.

Attachment: Draft Community Technology Grant Agreement with CymaSpace.

B. Northwest Children’s Theater & School

Recommendation:

“Approve the Community Technology Grant Agreement with the Northwest Children’s Theater & School for a total of \$161,056.”

Background:

Final Grant Request: \$161,056 (Pre-Application Grant Request: \$175,974)

Total Project Budget: \$486,076 (Pre-Application Total Project Budget: \$493,984)

Public Benefit Area: Improving Community Involvement

The “NW Children’s Theater Moves to Broadway: Streaming Infrastructure” project seeks to create flexible, easy-to-use broadcast spaces where artists and students can intuitively record and share the video content they are creating in one of three newly-created performance spaces. As a part of larger capital project in which the Northwest Children’s Theater is converting a former movie theater into a multi-venue performance space, all of the performance rooms will be outfitted with built-in, multi-camera recording equipment. NWCT plans to distribute a minimum of eight original performances, ranging from student directed/written one-act plays to world premiere plays by local artists, via Open Signal’s cable channels. Students (ages 12 to 18) who participate in NWCT’s Catalyst program will receive training and develop proficiency in the handling, operation, and maintenance of grant-funded video recording and mixing equipment. The larger goal of the project is to create a facility which allows the community to connect in new and exciting ways, while creating options for attendance for people who cannot join in-person due to geographical, health, or economic concerns, and is directly tied to NWCT’s Equity and Anti-Racism statement, adopted in 2021.

In response to Commissioner comment at the January meeting, staff worked with the applicant to clarify and review the submitted project budget. The initial grant request was reduced by \$14,918 to only include eligible capital costs. Diversity, equity, and inclusion goals were also included in the project narrative as requested.

Attachment: Draft Community Technology Grant Agreement with Northwest Children’s Theater & School

C. Outside the Frame

Recommendation:

“Approve the Community Technology Grant Agreement with the Outside the Frame for a total of \$77,000.”

Background:

Final Grant Request: \$77,000 (Pre-Application Grant Request: \$77,000)

Final Total Project Budget: \$177,557 (Pre-Application Total Project Budget: \$154,000)

Public Benefit Area: Reducing Disparities

The “Expanding Accessibility for Film Workforce Development for Houseless and Marginalized Youth” project will offer film and media training, peer support services and job placement for homeless youth. Through a recently developed partnership with the Joint Office for Homeless Youth, Outside the Frame plans to expand their geographic reach and their Film Workforce Development program. During the project period, five film intensives serving a total of 72 homeless youth will produce 16 films; themes and styles are determined by participants with mentorship from their peers and experts from the field. Concurrently during the film workforce development training series, 30 previous participants (alumni ages 16 to 30) will receive advanced film career mentorship and provided access to one of the most well-equipped film production studio in the Portland area. Roughly 40% of participants in the workforce development program will be placed on professional production sets in paid positions as a direct result of the program. In addition, Outside the Frame plans to offer three advanced equipment training sessions led by industry experts. All films produced by Outside the Frame are submitted for community broadcast on both Open Signal and MetroEast Community Media; since 2015, 55 films have been shared out on the cable channels. Films are also screened for free during community events at various locations throughout Portland.

Outside the Frame is a long-standing community partner of the MHCRC. Previous grants were awarded to the organization in 2017 (\$51,361), 2019 (\$35,000), and 2020 (\$102,580). All grant outcomes were met satisfactorily.

Attachment: Draft Community Technology Grant Agreement with Outside the Frame.

D. Wisdom of the Elders

Recommendation:

“Approve the Community Technology Grant Agreement with Wisdom of the Elders for a total of \$77,176.”

Background:

Final Grant Request: \$77,176 (Pre-Application Grant Request: \$77,176)

Final Total Project Budget: \$198,626 (Pre-Application Total Project Budget: \$208,626)

Public Benefit Area: Reducing Disparities

The “Discovering Our Stories – Generations” project is centered around a reimagining of the previous show produced by Wisdom of the Elders, which ran for eight years on Open Signal

prior to the pandemic. This revamped monthly television production will support Wisdom's mission by highlighting the voices and stories of regional indigenous people, the BIPOC community and other underserved populations. The variety show format will include interviews, musical segments and indigenous culturally-focused content. A cohort of multimedia interns will be recruited from the Portland area to participate in a workforce development program. Intern cohorts will be comprised of 3 to 10 paid participants who will devote approximately 24 hours/week to the program. Over a 12-week period, they will gain skills in video production and post-production tasks utilizing the newly acquired equipment, working together to create a minimum of eight 30-minute TV show episodes for broadcast via Open Signal. Wisdom hopes to host up to four internship cohorts during the project period. The ultimate outcome of the project is to provide the public with a better understanding of the challenges, lifeways and knowledge from an Indigenous perspective while connecting interns to their history, cultural identity, and community.

Wisdom of the Elders was a previous MHCRC grant recipient (2016; award amount \$97,856) and met all outcomes of the grant program satisfactorily.

Attachment: Draft Community Technology Grant Agreement with Wisdom of the Elders.

E. Wonderfolk (Global Works Community Fund)

Recommendation:

"Approve the Community Technology Grant Agreement with Wonderfolk for a total of \$35,852."

Background:

Final Grant Request: \$35,852 (Pre-Application Grant Request: \$29,290)

Final Total Project Budget: \$72,330 (Pre-Application Total Project Budget: \$58,741)

Public Benefit Area: Reducing Disparities

The "Visual Yearbook: Documentary Film Project for Low-Income & BIPOC Youth in Portland" project plans to engage underserved BIPOC youth, ages 15 to 18, in civics-based education and impactful change-making spaces. Through the ongoing *Unity Through the Arts* program which takes place over the course of eight months, approximately 17 youth will participate in five workshops with MetroEast Community Media, learning the practical skills of how to capture footage and create a narrative through video. Alumni from previous cohorts will be matched with this year's youth, meeting a minimum of three times to guide their process and serve as a sounding board and voice of expertise. Youth participants will use the skills acquired, along with grant-funded equipment, to capture their experiences during local arts and nature-based programming as well as during the travel abroad component. Alumni and current youth participants will both be highlighted in the created content. Captured footage will be edited together by program participants to create three to five-minute "visual yearbooks" of their

experiences, which will be debuted at an annual community event and publicly broadcast through MetroEast's cable channels. The visual yearbooks are a tool to highlight diverse voices, connect future participants to the program, and lift up confident young leaders to grow their own sense of self and their impact on their communities.

Attachment: Draft Community Technology Grant Agreement with Wonderfolk.

NOTE: Draft Grant Agreements and Attachments provided in separate PDF due to document size.

Prepared by:
Rana DeBey
March 10, 2023



Mt. Hood Cable Regulatory Commission

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

COVER SHEET – AGENDA ITEM #R5

For Commission Meeting: March 20, 2023

“MHCRC Strategic Planning Process – Scope of Work and Direction to Staff”

Staff Recommendation

Staff recommends that the Commission approve the draft scope of work, including project goals and outcomes, for the Commission’s Strategic Planning process and direct staff to embark on the procurement process to hire consulting services.

Background/Discussion

Since adoption of the IGA, cable communications systems have evolved beyond cable television to include broadband, but the federal policy structure governing local authority has not kept pace. While the MHCRC has continued to expand its expertise, advocacy, and programs and services to keep pace with the evolution of technology and community needs, the mission of the Commission, as quasi-governmental entity with decision-making and budget authority, has not been updated in 23 years to allow the MHCRC to fully capitalize on the expertise and capacity to serve the jurisdictions.

At its annual planning the retreat, the Commission engaged in a discussion about the goals and outcomes of a strategic planning process that would involve the jurisdictions and stakeholders in reviewing the Commission’s role, authority, and structure responsive to the changing policy and technology landscape. Regardless of the future of the MHCRC, Commissioners believe the strategic planning process would, at the very least, foster continued cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.

Consulting services are necessary to support the Commission and staff in this work. A draft strategic planning process scope of work, including goals and outcomes, was shared with the Commission at the retreat. The attached scope of work is substantially similar but includes a recognition that the MHCRC will present the findings to jurisdictions rather than the consultants.

The Commission’s FY22-23 budget included \$20,000 for this purpose, however upon reflection on the final draft scope of work, staff anticipates the total estimated cost for consulting services to be an estimated \$60-80,000. Therefore, if the Commission moves forward with directing staff to embark on the procurement process for consulting services, staff recommends that the proposed FY23-24 budget include a carryover of the FY22-23 budgeted funds with additional funds allocated in FY23-24.

Draft timeline milestones for the strategic planning include:

- March 20 MHCRC approve scope of work
- March-June Procurement and Selection process
- June-Aug Contract negotiation and finalization



- Aug-Sept Fact finding with staff and MHCRC
- Sept-Feb Interviews with jurisdictions
- Feb-March Report completed
- April-May MHCRC review and final approval
- June Jurisdiction approvals
- FY 24-25 Review and implementation

Attachments: MHCRC Strategic Planning Process Scope of Work

Prepared By: Eric Engstrom

March 15, 2023

Mt. Hood Cable Regulatory Commission Strategic Planning Scope of Work

Objective: To educate MHCRC jurisdictions about the work of the MHCRC; to determine the future needs of the MHCRC member jurisdictions regarding the cable and telecommunications system; develop a long-term strategy to meet the cable, telecommunications system, and community media needs of the jurisdictions. Create recommendations for a new IGA to govern aforementioned priorities.

Overview:

The Mt. Hood Cable Regulatory Commission (MHCRC) was formed in 1992 to negotiate and enforce cable service franchise agreements; manage the public benefit resources and assets derived from the franchises; and advocate on behalf of the public interest on cable policy issues at local, state, and federal levels.

The MHCRC serves the communities, residents, and local governments of the six member jurisdictions: Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village.

An Intergovernmental Agreement (IGA), established in 1992 and amended in March 1998, outlines the Commission's purpose, powers, membership, meetings, rules of procedure, and officer structure. The IGA grants the MHCRC the authority to advocate for and protect the public interest in the regulation and development of cable communications systems within the Jurisdictions; to monitor and help resolve cable subscribers' concerns in these jurisdictions; and to participate in the planning and implementation of community use of cable communications technologies which make use of the public right of way. Since adoption of the IGA, cable communications systems have evolved beyond cable television to include broadband, but the policy structure governing local authority has not kept pace. The MHCRC has continued to fulfill its mission and purpose under the IGA for the past 23 years. While the MHCRC has continued to expand its expertise as technology converge, the IGA has not been updated in 23 years to allow the MHCRC to fully capitalize on the expertise to serve the jurisdictions.

Over the years, the Commission has managed up to four cable franchises and now oversees two for the East County Jurisdictions and one for Portland. The Commission applies a legal framework, provided for in The Cable Act of 1984 (as amended) to govern cable systems and cable service providers, which includes compensation to member jurisdictions in the form of Franchise Fees, provisions for Public, Education and Government access (PEG), and other negotiated, non-monetary benefits. Some companies that entered the market as cable television providers, such as CenturyLink (Lumen), have ceased offering video service, but continue to provide broadband internet connectivity to residents. Zply has indicated they would like to cease offering video service at the end of 2023. Companies that do not offer video service are no longer regulated by the cable franchise agreements or the Cable Act. Federal law does not provide the same legal framework to support local governments' work with telecom and internet companies.

In addition to the rapid evolution of technology and a shifting regulatory landscape, changes implemented by the City of Portland in 2018 have made portions of the staff services agreement, which accompanies the IGA, obsolete. An example of this is the City of Portland's decision to cease legal representation of the MHCRC.

The MHCRC must update the IGA and staff services agreement to reflect current and future goals of the Jurisdictions, to address evolving technology, regulatory oversight, community needs and staff

operations. This planning must be done with the jurisdictions and result in updates to the IGA that all jurisdictions can agree and commit to.

Following is a list of suggested questions for the jurisdictions to answer. The answers to these questions will support the Commission's update of the IGA, will fortify the Commission's strategic plan, and will ensure the Commission's alignment with member jurisdiction priorities.

Jurisdiction satisfaction with MHCRC

- Are jurisdictions aware of the role of the MHCRC?
- Are the jurisdictions feeling well served by the MHCRC?
- As cable revenues decline, how does the purpose of this body change? What percentage of their franchise fees are jurisdictions willing to continue to contribute to cable oversight?
- Do the Jurisdictions see a need to remain coordinated to collectively advocate, plan, negotiate telecommunications services regardless of the policy framework?

Future Opportunities

- Do jurisdictions currently have dedicated staff working on franchise and right-of-way fee issues? Are jurisdictions part of any groups that address cable, internet, or the telecommunications system?
- What are the priorities of the jurisdictions when it comes to the cable and telecommunications system?
- What are the values that should guide the work?
- Are jurisdictions aware of the legal and regulatory framework governing broadband such as the Permanent Internet Tax Freedom Act?
 - Would jurisdictions be willing to provide a higher percentage of franchise fees for the MHCRC or a similar body to address franchise and right-of-way fees including exploring broadband?
 - What should be the collective effort?
- Currently, the MHCRC can provide capital grants via the PEG funds. Would jurisdictions be willing to explore funding solutions to provide operational support to small non-profits to help community groups leverage these capital dollars?
- Describe the ongoing identifiable need/value of these capital grant dollars within the nonprofit, educational and governmental sectors.
- Both MetroEast and Open Signal heavily rely on cable franchise PEG fees for capital. MetroEast relies heavily on East County franchise fees for operational funds while Open Signal relies heavily on an operations grant from the City of Portland. As cable franchise fees decrease, are jurisdictions willing to continue to support the Community Media Centers through other means? If so, how?

Composition of MHCRC

- Is the Commissioner structure the best structure to meet the future needs?
- Currently the MHCRC is composed of 3 Portland representatives and 1 representative of each of the following jurisdictions: Fairview, Gresham, Troutdale, Wood Village, and Multnomah County. Do you believe this is the proper representation?

- Are there additional requirements /expertise jurisdictions would like of staff or commissioners?
- Are jurisdictions aware of how the percentage they contribute to the MHCRC is calculated? Are they willing to revisit this system?

Process:

1. Education sessions with each of the member jurisdictions which should include staff and MHCRC representatives.
 - a. What does the MHCRC do?
 - b. What is the legal and policy framework governing cable and telecommunications technology then and now?
2. Interviews of each jurisdiction
3. Interviews/focus groups with MHCRC's grantee community including the community media centers (Open Signal & MetroEast Community Media) and previous/current Community Technology grantees to help inform how the MHCRC Community Grants program, and the MHCRC as a whole, can continue to adapt to meet community needs respective to limitations around funding streams, funding use and mindfulness toward the equity needs their organizations serve every day.
4. Analysis of findings
 - a. Include SWOT analysis of current IGA
 - b. Include shared principles and priorities and unique jurisdiction perspectives
 - c. Include options for proposals for how to move forward
5. Present findings to MHCRC and jurisdictions and conduct work session
6. Finalize findings and recommendations for future IGA
7. MHCRC presents process and findings to each city council

Outcome:

MHCRC jurisdictions will collectively decide:

1. The future of collaboration on cable, internet, and telecommunications technology including shared principles and priorities.
2. Direction for collective efforts on cable, internet, and telecommunications technology in the future.
3. Direction for collective efforts on how to promote, teach, and develop local community media.
4. Funding opportunities and agreement for collective efforts on cable, internet, and telecommunications technology in the future.

INFORMATION ONLY



Mt. Hood Cable Regulatory Commission

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

MISSION

The Mt. Hood Cable Regulatory Commission advocates for and protects the public interest in the regulation and development of cable communications systems in Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village; provides consumer protection and complaint resolution assistance to cable subscribers; and participates in the planning and implementation of community uses of communications technologies.

GOALS AND OBJECTIVES

Effective: July 1, 2023 – June 30, 2024 DRAFT

The Commission acknowledges that its policy and regulatory work is undertaken in a dynamic communications technology environment. Consequently, the Commission retains flexibility to modify or revise these Goals and Objectives as may be required from time to time.

Goal I: *Advocate for continued local authority regarding cable franchises and use of the public rights of way by communication providers.*

Objectives

1. Engage Jurisdictions in strategic planning to review the Commission's role, authority, and structure responsive to the changing policy and technology landscape, cable franchising regulatory and funding issues and what's at stake for our communities.
2. Continue cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.
3. Participate in statewide committees or groups that address local government authority, management, and control of public rights of way, such as the Oregon Broadband Advisory Council and League of Oregon Cities public policy committee.
4. Monitor and participate in FCC proceedings on behalf of our jurisdictions' and citizens' interests.
5. Advocate for local authority and public interest benefits at the federal legislative level.

Goal II: *Effectively administer cable services franchise agreements to serve member jurisdictions and their residents.*

Objectives

1. Negotiate cable services franchise agreements with Comcast that address cable-related community technology needs and interests and consumer protection issues and trends.





Mt. Hood Cable Regulatory Commission

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

2. Manage cable provider market exit and entry that support jurisdictional interests and community needs.
3. Identify and address franchise compliance issues in response to and, when possible, prior to cable company actions.
4. Provide consumer protection for community members and subscribers in cable service matters by helping to resolve complaints, enforcing customer service standards and addressing other consumer-related franchise compliance issues.
5. Conduct an audit of franchise and PEG/I-Net fees payments for the past three years.

Goal III: *Focus the community grants program on key impacts for addressing needs and equity issues identified by the community/stakeholders to guide the financial investment of capital funds in the community.*

Objectives

1. Conduct the annual Community Technology Grants round to continue development of public, educational, and governmental uses of cable system technology.
2. Explore grant-making opportunities that utilize community access and PEG Capital funds to support the development of public, educational, and governmental uses of cable system technology consistent with the grant purpose and criteria.
3. Monitor projects that have received grant funding to ensure compliance with project goals and objectives and accountability for grant funds.

Goal IV: *Ensure access to and use of current and new services available through the cable system technology by citizens, local governments, and community institutions.*

Objectives

1. Manage and ensure compliance with the terms of grant agreements with Open Signal and MetroEast Community Media.
2. Monitor and ensure accountability for capital funds paid to Open Signal and MetroEast Community Media.
3. Collaborate with organizations, at the federal, state, and local levels to advocate for the community's access to cable system technology.
4. Partner with the City of Portland and Multnomah County and other community groups in developing and implementing strategic actions and initiatives in support of the Digital Equity Action Plan.





Mt. Hood Cable Regulatory Commission

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

Goal V: *Lead Commission operations efficiently and effectively.*

Objectives

1. Engage with the City of Portland on the placement and structure of the MHCRC staff services within the City of Portland to ensure transparency and continued provision of a high level of service to MHCRC's stakeholders and communities.
2. Plan and conduct Commission meetings in a way that respects the volunteer nature of Commission positions and is in accordance with Oregon Open Meeting laws.
3. Conduct annual strategic planning and goal-setting process.
4. Conduct annual MHCRC evaluation of staff services.
5. Conduct annual MHCRC Fund Audit and transmit it to the Oregon Secretary of State's Office.
6. Present an annual budget request to the Jurisdictions that supports the Commission's mission and respects the Jurisdictions' budget considerations.



Comcast I-Net End-Fund Balance Report

Comcast provides an annual report of the I-Net End Fund Account that illustrates the beginning balance, any approved activities throughout the year, and the ending balance. In 2021, Comcast spent \$68,235 from the fund to connect the Star Theatre location at 13 NW 6th Avenue in Portland. 2022 Ending Balance: \$4,040,308.00.

Comcast Cable I-Net End-Fund Balance 2022							
I-Net Fund	Pre - 2022	Q1	Q2	Q3	Q4	2022 Total	Total
Beginning Balance	-	4,108,543	4,108,543	4,108,543	4,040,308	4,040,308	-
Capital Fund Regular Income	14,866,495	-	-	-	-	-	14,866,495
Advances / Repayments (Principal)	-	-	-	-	-	-	-
Interest Payments	(892,775)	-	-	-	-	-	(892,775)
Capital Fund Regular Expenditures	(9,306,951)	-	-	(68,235)	-	(68,235)	(9,375,186)
Special Expenditures	(569,717)	-	-	-	-	-	-
Adjustments	7,693	-	-	-	-	-	7,693
2006 Audit Findings I-Net Adjustment	3,798	-	-	-	-	-	3,798
Ending Balance	4,108,543	4,108,543	4,108,543	4,040,308	4,040,308	4,040,308	4,040,308

From: [Acker, Sheri](#)
Subject: Important Information - Update Regarding Comcast Price Changes
Date: Wednesday, February 8, 2023 2:26:21 PM
Attachments: [image001.png](#)
[image004.png](#)
[image003.png](#)

Dear Franchise Administrator,

We recently sent you a letter noting that as of January 1, 2023, prices for certain services and fees will be increasing, including the Broadcast TV Fee. Due to a subsequent reduction in the 2023 costs associated with providing certain broadcast stations, the overall monthly charge for the Broadcast TV Fee will be lower than stated in the letter. The Broadcast TV Fee will be \$28.90, not \$28.95. We are providing notice to customers through bill messages and their billing statements will reflect the adjusted decrease in the monthly fee.

If I can be of further assistance, please contact me at (503) 319-9304 or tim_goodman@comcast.com.

Sincerely,

Tim Goodman
Senior Director, Government & Regulatory Affairs
Pacific Northwest Region



From: [Epley, Jessica](#)
To: [Gibbons, Rebecca](#)
Subject: Important Update - Ziplly FiberTV Canal Sur
Date: Monday, February 6, 2023 5:23:22 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.png](#)
[image004.jpg](#)
[image005.jpg](#)

February 6, 2023

Sent via electronic mail to rebecca.gibbons@portlandoregon.gov

Rebecca Gibbons
Mt. Hood Cable Regulatory Commission
1120 SW 5th Avenue, Suite 405
Portland, OR 97204

Ziplly Fiber Cable Franchising Authorities:

In accordance with the requirements of Cable Franchise Agreement between your community and Ziplly Fiber Northwest, LLC dba Ziplly Fiber, we hereby provide notice of service changes, effective January 27, 2023. The following message will be published in subscribers' bills February 22, 2023:

Important update about your Fiber TV programming - As of 1/27/23, Canal Sur, ch. 1549 in the Latino Package, is no longer part of your Ziplly Fiber TV lineup due to recent satellite changes by the programmer.

If you are ready to make the move to streaming TV, we're happy to work with you to find streaming alternatives. Streaming TV gives you greater choice and control over the channels you receive. For more information about streaming options please visit zipllyfiber.com/cutthecord. Thanks for choosing Ziplly Fiber. Questions? Please contact us at 1-866-MYZIPLY.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jessica Epley
VP - Regulatory & External Affairs