

East Bay Charter Township

7

LIAA Request to appoint a Committee Representative to the Government
Access Oversight Committee

Motion by: _____ Second by: _____

To

Approve

Table

Deny

The appointment of _____ as the East Bay Charter
Township Board of Trustees representative to the Government Access
Oversight Committee

AYE: _____

NAY: _____

ABSTAIN: _____

ABSENT: _____

Motion

Passed

Failed

Sue Courtrade

From: Joe VanderMeulen [jvander@liaa.org]
Sent: Thursday, August 28, 2008 11:33 AM
To: Sue Courtrade
Subject: Follow Up

Hello Sue,

Thanks for your assistance in addressing the East Bay Charter Township Board. As described in my recent letter to Glen Lile, we are asking the Township to appoint a representative to a Government Access Oversight Committee for cable channel 99. We would like this committee to participate in establishing appropriate policies concerning the operation of TV 99 and assist in managing any concerns that may arise.

In the letter, I suggested that the Township adopt a "resolution" to make this appointment. However, I now believe this was an error. Based on my discussions with the other local governments, I don't think the Township really needs a "Resolution." I believe the Township Board may simply act to appoint someone.

If you have any questions or concerns about this please let me know. Also, please let me know if I need to be present for the Township Board meeting on September 8th. I have a conflicting appointment that evening and do not plan to attend, unless you or other Board members wish me to be there.

Thanks for your patience and understanding.

-joe

--

Joe VanderMeulen, Ph.D.
Executive Director
Land Information Access Association
324 Munson Avenue
Traverse City, MI 49686
Phone: 231-929-3696
Fax: 231-929-3771
<www.liaa.org>

No virus found in this incoming message.

Checked by AVG - <http://www.avg.com>

Version: 8.0.138 / Virus Database: 270.6.9/1637 - Release Date: 8/27/2008 7:01 AM



Land Information Access Association

... helping communities sustain their cultural and natural resources

Board of Directors

Catherine Ballard
Chief
Coastal Management
Program, Michigan
Department of
Environmental Quality

Douglas Luciani
President & CEO
Traverse City Area
Chamber of Commerce

Jack Bails, M.S.,
Vice President
Public Sector
Consultants, Inc.

Sandra Clark
Director
Michigan
Historical Center

Gerald A. Fisher, J.D.
Associate Professor
Thomas M. Cooley
Law School

Marlene J. Fluharty
Executive Director
Americana Foundation

Daniel T. Kildee
County Treasurer
Genesee County

Barbara Nelson-Jameson
Michigan Coordinator
Rivers & Trails Program
US National Park Service

Richard K. Norton, Ph.D., J.D.
Assistant Professor
University of Michigan

Virginia B. Pierce
Co-owner
EcoLogic

324 Munson Avenue
Traverse City
MI 49686
(231) 929-3696
fax: (231) 929-3771
www.liaa.org



August 13, 2008

Glen Lile, Township Supervisor
East Bay Charter Township
1965 Three Mile Road N.
Traverse City, MI 49686

Dear Mr. Lile,

Thanks to you and the *East Bay Charter Township Board of Trustees* for supporting public access television in northwest lower Michigan. As you know, LIAA is now working under contracts with East Bay, Elmwood, and Garfield Charter Townships and the City of Traverse City to provide coordination, technical services, and programming support for public access television (cable channel 2) and government access television (cable channel 99) to cable subscribers. The public access television service, *Up North 2*, is now up and running. However, we need your help to move forward with coordination and programming for *Government Access 99*.

With this letter, we ask the *East Bay Charter Township Board of Trustees* to adopt a resolution appointing a member to the *Government Access Oversight Committee* for cable channel 99. This Committee will be composed of one representative from each local government that has agreed to provide a proportional share of funding to the operation of *both* the public access and government access television services.

LIAA is requesting the formation of a *Government Access Oversight Committee* to establish appropriate policies concerning local government participation and scheduling of programs on cable channel 99. The Committee will also help LIAA address any conflicts or complaints about the operation of cable channel 99. To help the Committee move forward, we are providing a set of *proposed policies* for the operation of *Government Access 99*. We will recommend that the Committee use these proposed policies as a starting point in the first year of operation.

Again, we thank the *East Bay Charter Township Board of Trustees* for this opportunity to serve our community.

Sincerely,

Joe VanderMeulen, Ph.D.
Executive Director

Proposed Policies for the Operation of Government Access Cable Television Channel 99

Prepared by LIAA

August 12, 2008

Purpose

The purpose of this document is to establish a clear and predictable basis for the operation of *Government Access Television* in Northwest Lower Michigan as a cooperative effort involving LIAA, Charter Communications, and the *participating local governments* within the TV 99 viewing area.

Management

As provided by Charter Communications to its cable subscribers, Channel 99 is the "Government Access" channel and is restricted to presentations for and about government, including the meetings of governmental entities in the viewing area.

Participating local governments are those municipalities within the viewing area that have agreed to contribute a substantial portion of their cable franchise fees or other funds to the management, operation and maintenance of both public access television (Cable Channel 2) and government access television (Cable Channel 99).

LIAA is the "manager" of the *government access television station* (TV 99) and is charged with providing a number of services to *participating local governments*, including: facilitation of intergovernmental cooperation in the use of this resource, assistance in generating and/or producing relevant content, coordination of programming schedules, and cablecasting services.

A committee composed of one representative from each of the *participating local governments* is responsible for overseeing the operation of TV 99. This **Government Access Oversight Committee** works with LIAA to establish acceptable policies and procedures for the operation of TV 99.

Day-to-day decisions concerning the operation of TV 99 will be made by LIAA consistent with the policies and procedures approved by the *Government Access Oversight Committee*. From time to time, LIAA will seek direction from the *Government Access Oversight Committee* in the interpretation of these policies and procedures.

Facilities

The *City of Traverse City* is the owner and operator of a TV 99 facility for recording and direct cablecasting of meetings and other government content. From time to time, this facility is used for "live" cablecasting and playback of content on TV 99, as scheduled by the City in cooperation with LIAA. LIAA is also the owner and operator of a TV 99 facility for recording and direct cablecasting of meetings and other content. This is the primary facility for the playback of pre-recorded government content on TV 99. This facility may also be used for "live" cablecasting on TV 99, as scheduled by

LIAA in cooperation with the City. No other site may cablecast "live" or playback content directly on TV 99. If additional "live" cablecast options are available and requested, the needed

Defining *Participating Governmental Units*

Only governmental entities that contribute to the operation of both *public access television* (TV 2) and *government access television* (TV 99), as described below, will be given access to TV 99 for cablecasting.

- For municipalities that collect cable franchise fees, *participation* means that the local government provides financial support for the operation of *public access television* (TV 2) and *government access television* (TV99) services under contract with LIAA (all contracts have similar terms and conditions).
- For county governments, *participation* means that the county government has entered into an agreement with LIAA for limited cablecast services, paying a fee related to the amount service requested, but not less than \$3,000 per year for each Board, Commission or Committee.
- For other local governments, authorities, and distinct governmental units that do not collect cable franchise fees, *participation* means that the governmental entity has entered into an agreement with LIAA for limited cablecast services, paying a minimum of \$1,000 per year for each Board, Commission or Committee.

LIAA may provide content development and cablecast services to other municipalities and local units of government on a *fee-for-service* basis. However, these services will be provided only "as available" and at a lower priority than those with existing agreements or contracts with LIAA.

Program Schedules

These policies assume that all governmental units wish to have desirable and consistent cable playback times for their legislative, administrative and other public meetings. LIAA is charged with coordinating the scheduling of these cablecasts and publishing a predictable schedule of content for TV 99. To facilitate these efforts, participating governmental units must provide scheduling information to LIAA at least 2 weeks in advance.

To help organize a fair, consistent and predictable program schedule for cablecasting on TV 99, the following decision guidelines have been established.

1. The meetings of the legislative bodies of participating governmental units (i.e., elected officials) will be given the highest priority in scheduling. However, "live" cablecasts of these meetings will receive the highest priority *within* this category.
2. The next highest priority in scheduling will be given to the *planning commissions* of the participating municipalities and counties. Again, "live" cablecasts of these meetings will receive the highest priority *within* this category.
3. The third highest priority will be given to officially-constituted governmental authorities.
4. The fourth highest priority will be given to special governmental meetings and hearings identified as having time-sensitive information and/or highly controversial subject matter.