



Oakland Communications

Chairman: Ryan Schwertfeger

Vice Chairman: Elizabeth Llorente

Secretary: Michael Carelli, Assistant to Administrator

Commissioners: Jim Barry, David Dorsey, Andrea Levy, Alex McVeigh

Alternates: Patricia Carrera, Salma Chiu

Council Liaison: Grant Van Eck

Junior Member: Benjamin Good

Oakland Communications Commission Agenda: 5/3/2021

VIRTUAL MEETING CALLED TO ORDER: 7:30 P.M.

FLAG SALUTE & MOMENT OF SILENCE

THIS MEETING IS BEING HELD IN ACCORDINANCE WITH THE OPEN PUBLIC MEETINGS ACT, DULY ANNOUNCED AND POSTED IN THE OAKLAND MUNICIPAL BUILDING.

ROLL CALL

ALL COMMISSIONERS PRESENT UNLESS NAME LISTED BELOW. IF LATE, WHAT TIME ARRIVED.

CHAIRMAN'S REPORT

- New Volunteers and One Commission Member Are Still Needed
- Control Room Upgrade Pretty Much Done
- Waiting for results of several contests in which we submitted an episode of *This Week in Oakland*
- Received another music submission but still has overall been slow
- Fiber Loop – Have heard no update though it should be done or close to it by now. Request for Grant to talk to Eric and Vincent Dies to learn about the progress. If complete, then meeting should be scheduled to learn about our various options and costs involved.
- Once budget is approved, will look to convert first grouping of VHS tapes to digital media as agreed to in 2021 Budget as well as initiating another training session for 3 additional TV Committee volunteers (also to be attended by Michael and Grant)
- Grants Ad-Hoc Committee

SPECIAL PRESENTATION

Control Room Engineer Greg Prairie – Final Update on Control Room Upgrade Progress

- Q&A from Commission Members, Borough Council Liaison, and Borough Administrator Assistant
- Can answer any Q&A from the public during open to the public

OPEN TO PUBLIC DISCUSSION, ONLY IF PUBLIC PRESENT

LIMIT OF 3 MINUTES PER PERSON WITH OPEN SESSION NOT TO EXCEED 15 MINUTES UNLESS EXTENDED BY MAJORITY VOTE OF THE COMMISSION.

APPROVAL OF MINUTES

- March 2021

THE BOROUGH REPORT

BOROUGH ADMINISTRATOR ASSISTANT & COUNCIL LIAISON

- Show Off Your City Update – Michael Carelli

- Remote Access Given for Borough Hall – Michael Carelli
- Start Seeking Grant Opportunities for Adding Video Cameras at Senior Center and Rec Fields – Michael Carelli
- Control Room Engineer Contract Renewal for 2021/2022 – Michael Carelli
- Welcome to Oakland Packet – Michael Carelli
- Request to Seek Update on Fiber Loop Project – Councilman Van Eck
- Altice Hearing with NJBPU Follow Up – Councilman Van Eck

COMMITTEE REPORTS

- **TV Committee:** *Jim Barry*
 - Volunteers Needed
 - Verizon FiOS Upgrade to HD
 - Update on New History Program *Exploring Oakland* – Jim Barry and Benjamin Good
 - In-Person Council Meetings – Will resume volunteer schedule once in person meetings resume. Ryan doing meetings in the meanwhile.
 - Recap on Control Room Upgrade Training for Jim, Bill & Ryan
- **Bulletin Board Committee:** *Salma Shamy*
 - Remote Access Update
 - Andrea should complete online training class and submit paperwork to Michael so remote access can be granted.
 - Birthdays, Anniversaries, etc. on Oakland TV Bulletin Board – To Be Announced and Launched Once Andrea has remote access
- **Newsletter Committee:** *Elizabeth Llorente*
 - Discussion on How to Expand Newsletter Subscribers
 - Top Story Ideas
 - Discussion on Ideas How to Gain More Newsletter Committee Writers
- **Website/Social Media Committee:** *Alex McVeigh*
 - No report
- **Review Committee:** *Ryan Schwertfeger*
 - No report

OLD BUSINESS

- New Programming Ideas Progress – Game Shows like “Oakland Jeopardy” or “Oakland Squares”?
- Broadcast old FLOW Follies Programs – Andrea

NEW BUSINESS/DISCUSSION ITEMS

- Discussion About Renewal of Contract with Outreach FX
 - Potential Items to Correct/Include/Update:
 - Change 3.1 – “As soon as technician is available (max of 3 business days...)” to a max of 2 business days, and update support on Council Meeting nights to 1.5 hours before and after meeting ends (instead of 1 hour before and 1 hour after)
 - Update wording on Section 6 to reflect how OCC & Borough Hall are administratively set up
 - Update contract to reflect role of Benjamin Baldini, Greg’s assistant?

UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES

- Oakland Carnival – Is it happening? Volunteers to run the booth? Record events and fireworks for broadcast.
- Sustainable Oakland Green Team Events – Michael

MEETING ADJOURNED

**THE NEXT MEETING WILL BE HELD ON *MONDAY JULY 12, 2021 AT 7:30 PM* –
VIA ZOOM VIDEO CONFERENCING**

Commissioner Jim Barry	End of 2021
Commissioner David Dorsey	End of 2022
Commissioner Andrea Levy	End of 2022
Commissioner Liz Llorente	End of 2022
Commissioner Alex McVeigh	End of 2023
Commissioner Ryan Schwertfeger	End of 2023
Commissioner Vacancy	End of 2021
Alternate Commissioner 1: Patricia Carrera	End of 2022
Alternate Commissioner 2: Salma Shamy	End of 2023
Junior Member: Benjamin Good	End of 2021