



Oakland Communications

Chairman: Ryan Schwertfeger

Vice Chairman: Elizabeth Llorente

Secretary: -

Commissioners: Jim Barry, Andrea Levy, Alex McVeigh

Alternates: Patricia Carrera, Salma Chiu

Council Liaison: Grant Van Eck

Junior Member: Benjamin Good

Oakland Communications Commission Agenda: 11/2/2020

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

ROLL CALL

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

FLAG SALUTE & MOMENT OF SILENCE

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

CHAIRMAN'S REPORT

- New Volunteers and Commission Member Are Still Needed!
- Control Room Upgrade Update
 - Will invite Control Room Engineer to attend our January 2021 meeting to discuss timeline of upgrade and answer any questions/inquiries
- Candidates' Forum Held – TV Committee Chair will provide full recap
- Remote Access – Have Those Still Waiting Received It? Ready to move on to get access to Library, Senior Center, Recreation?
- Reminder to Re-Apply for Those with Expiring Terms to the OCC
- Decide on 2021 Meeting Schedule
 - **Proposed Dates:** January 11, 2021 (*allows Council to meet before we do*), March 1, 2021, May 3, 2021, July 12, 2021 (*observed Independence Day is the first Monday*), September 13, 2021 (*previous Monday is Labor Day*), November 1, 2021.

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

- September 14, 2020

THE BOROUGH REPORT

BOROUGH ADMINISTRATOR ASSISTANT & COUNCIL LIAISON

- Google Drive Storage Update – Assistant Administrator Carelli
- Borough Calendar 2021 – Assistant Administrator Carelli
- E-Forms Update – Assistant Administrator Carelli
- Borough Newsletter Sign Up Boxes – Assistant Administrator Carelli
- Background Music for Oakland TV Bulletin Board Update – Assistant Administrator Carelli
 - *Dependent on answer, could then be discussed further under New Business*
- Public Information Contest Submittal 2020 – Assistant Administrator Carelli
 - Submission made? Any progress looking into other award contests where we could submit *This Week in Oakland* to try and win an award for the Borough/TV Committee?
- Improve Oakland TV Channel Resolution Update – Councilman VanEck

COMMITTEE REPORTS

- **TV Committee:** *Jim Barry*
 - Volunteers Needed!
 - Candidates Forum Recap
 - Candidates Forum Paperwork for Candidates to Receive Starting in 2021 Update
 - Control Room Upgrade Progress
 - History Program Using Old & New Footage of Korean Presbyterian Church – Benjamin Good editing?
 - Stream House Ceremony & Photos – Create Special Program about history of the Stream House?
 - In-Person Council Meetings – Will create volunteer schedule once in person meetings resume
- **Bulletin Board Committee:** *Salma Shamy*
 - Remote Access Update – Which volunteers have gotten access? Who still needs it? How has the process been?
 - Assistant Administrator Carelli: Communicate with Vincent Dies (I.T.) that his assistance is still needed to provide remote access to the Police Department, OEM, Library, Senior Center, and Recreation Commission
- **Newsletter Committee:** *Elizabeth Llorente*
 - Some new volunteers have joined the Committee
 - Ideas for new stories needed
 - Print edition – Michael received complaints that there is no print edition anymore. Find a volunteer to take the e-newsletter and turn it into a print version?
- **Website/Social Media Committee:** *Alex McVeigh*
 - No report
- **Review Committee:** *Ryan Schwertfeger*
 - No report

OLD BUSINESS

- Oakland TV Recording Requests – Setting a Fee for a Hard Copy of any Oakland TV Program
 - OCC/Borough can only charge for the cost of materials involved if someone wants a hard copy. Ryan will work with Michael Carelli to create a form for those who want/need a hard copy of a program as opposed to viewing it online.
- New Programming Ideas Progress – Game Shows like “Oakland Jeopardy” or “Oakland Squares” Would this be in person and/or on ZOOM?
- Flashback Fridays
 - Old Oakland TV Special Programs – Over 100 VHS tapes found
 - Old Council Meetings on VHS – Over 250 VHS tapes found
 - Older Special Programs Already on DVD – Now in Outer Room waiting to be uploaded to the storage drive by volunteers

NEW BUSINESS/DISCUSSION ITEMS

- Oakland Music on Oakland TV – Replace background music currently playing on the channel by late January 2021
- Review & Vote on 2021 Budget & Capital Projects Proposal

UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES

- Christmas Tree & Menorah Lighting?
- Before End of Year – Re-Apply for OCC if Term is Expiring (see highlighted below)
- All Committees Will Need to Meet in January 2021 for Re-Organization and Choose Chair and Vice Chairs

MEETING ADJOURNED

THE NEXT MEETING WILL BE HELD ON MONDAY, JANUARY 11, 2021 AT 7:30 PM –
LOCATION TBD.

Commissioner Jim Barry	End of 2021
Commissioner Liz Llorente	End of 2022
Commissioner Alex McVeigh	End of 2020
Commissioner Ryan Schwertfeger	End of 2020
Commissioner Andrea Levy	End of 2022
Commissioner --	End of
Commissioner --	End of
Alternate Commissioner 1: Patricia Carrera	End of 2022
Alternate Commissioner 2: Salma Shamy	End of 2020
Junior Member: Benjamin Good	End of 2020