



Oakland Communications

Chairman: Ryan Schwertfeger

Vice Chairman: Elizabeth Llorente

Secretary: -

Commissioners: Jim Barry, Alex McVeigh, Andrea Levy

Alternates: Patricia Carrera, Salma Chiu

Council Liaison: Grant Van Eck

Junior Member: Benjamin Good

Oakland Communications Commission Agenda: 09/14/20

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!
- Nobody has stepped forward to be Secretary – will need someone to rotate Secretary until January 2021
- Chairs – Ordered our last set of chairs as part of our phased in chair upgrade
- This Week in Oakland Luncheon
- New Bylaws Approved and Distributed
- Control Room Upgrade Update

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

- July 6, 2020

THE BOROUGH REPORT

BOROUGH ADMINISTRATOR ASSISTANT & COUNCIL LIAISON

- Google Drive Storage Update – Assistant Administrator Carelli
- Borough Calendar 2021 – Assistant Administrator Carelli
- Borough Instagram Update – Assistant Administrator Carelli
- E-Forms Update – Assistant Administrator Carelli
- Control Room Upgrade Update Per Purchasing – Assistant Administrator Carelli
- Public Information Contest Submittal 2020 – Assistant Administrator Carelli
 - Look into other award contests where we could submit *This Week in Oakland* – Telly Awards, Communicator Awards, JAG Awards, etc.
- Oakland TV Recording Requests – Setting a Fee for a Copy of any Oakland TV Program – Assistant Administrator Carelli & Councilman Grant Van Eck
 - OCC was told that there were certain rules for fees to request a recording of any Oakland TV program

that stem from OPRA, but we are still unaware of exact amount and cost so we can create a Program Request Form

- Altice 720p Resolution for Oakland TV Correspondence Update – Councilman Van Eck

COMMITTEE REPORTS

- **TV Committee:** *Jim Barry*
 - Volunteers Needed
 - Candidates Forum Update
 - Candidates Forum – New Paperwork for Candidates to Receive Starting 2021 to be Reviewed by TV Committee
 - Control Room Upgrade Progress
 - Ponds Church and OLPH – New Volunteers Coming and Will Receive Training Soon
 - 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 needed to provide remote access to the Police Department, OEM, Library, Senior Center, and Recreation Commission
- **Newsletter Committee:** *Elizabeth Llorente*
 - More volunteers needed – some new volunteers have applied
 - Ideas for new stories needed
 - How Can We Spread the Word About Newsletter to Grow the Subscriber List? (Use some funds leftover in Newsletter Committee budget before early November?)
- **Website/Social Media Committee:** *Alex McVeigh*
 - No report
- **Review Committee:** *Ryan Schwertfeger*
 - No report

OLD BUSINESS

NEW BUSINESS/DISCUSSION ITEMS

- New Programming Ideas – Game Shows? In person and/or ZOOM?
- Oakland Music on Oakland TV – Replace background music currently playing on the channel by late January 2021
- This Week in Oakland
 - Would we want to try for a Season 2 after the holidays, aiming for the winter and/or see if anyone wants to do individual programs instead, i.e. a show about history with Jerri as the host for half an hour
- Flashback Fridays
 - Need assistance taking old VHS tapes of council meetings, sporting events, and community events to transfer them to DVD and digital file. Can then schedule these old recordings to air on Fridays to vary programming, old VHS tapes can be discarded, and the DVDs and digital files can be saved.
- Community Movie Night on Oakland TV
 - Idea to have films made by FLOW area filmmakers air on Oakland TV on a specially announced nights throughout the year to drive viewership

UPCOMING OCC MEETING DATES, EVENTS, AND DEADLINES

- Mid to Late September – Candidates Forum Recording and “Editing”
- Any upcoming events that are going on that can be safely covered?
- November 2 – Next OCC Meeting, will then need to agree on 2021 schedule

MEETING ADJOURNED

**THE NEXT MEETING WILL BE HELD ON *MONDAY, NOVEMBER 2, 2020 AT 7:30 PM* – TENTATIVELY
IN PERSON IN *COUNCIL CHAMBERS*.**

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
Alternate Commissioner 1: Patricia Carrera	End of 2022
Alternate Commissioner 2: Salma Shamy	End of 2020
Junior Member: Benjamin Good	End of 2020