

James City County Cable Communications Committee
May 13, 2009 - Minutes

Members present: Steven Murphy – Chair, Lee Laska – Vice-Chair, Gerry White, Richard Locke, and Tab Broyles

Also in attendance: Randy Hisle, Jody Puckett, Leo Rogers, Michelle Salnoske, - James City County;

1. Introduction of new member, Tab Broyles.
2. **Public comment** – There was no public comment
3. Review of Cox Communications franchise renewal – Leo Rogers
 - a. Termination fees/disconnect fees – this is a termination of utility fees and Cox can charge this fee once a citizen enters into an exclusive contract (can be verbal) with Cox which voids the County’s franchise contract.
 - b. Fiber Network – contract run concurrent with cable franchise. Cox owns backbone and the County owns the spurs.
 - c. Franchise renewal process – currently operating under informal renewal process with Cox.
 - Franchise expires in December 2010 but the County is targeting for a June 2010 renewal.
 - CCC and County staff have to coordinate and perform a community assessment
 - CCC should bring community needs assessment plan to September 9 meeting
 - PEG channels are a significant issue to consider, as well as, technology changes from last agreement, and past performance by Cox (compliance and customer service/satisfaction)
 - CCC takes their needs assessment to the Board of Supervisors’ and they hold a public comment (Scheduled for Jan. 26, 2010)
 - d. Subcommittee – All subcommittee members and other cable committee members will meet August 5th at 6:30 p.m. at Optech on McLaws Circle to discuss a plan to gather information for the Community Needs Assessment.
 - Needs Assessment from Community
 - Survey – Tab Broyles
 - PEG – Lee Laska
 - Technical Standards Rich Locke

- e. Freedom of Information Act (FOIA) meeting requirements – must publicize all Cable Communications Meetings, and adopted meeting calendars for 2009 and 2010.

4. Meeting Adjourned until Special Meeting of Subcommittees on August 5th, 6:30 p.m.