

**URBANA PUBLIC TELEVISION
COMMISSION**

DATE: December 13, 2004
Friday, 12:00 PM

PLACE: City Council Chambers, Urbana City Building

MEMBERS PRESENT

Barb Gladney
Dana Mancuso
Greg Boozell
Kathy Jessup
Kevin Maxson
James Hayes

MEMBERS ABSENT

Peter Resnick

STAFF PRESENT

Chris Foster
Steve Holz

OTHERS PRESENT

CALL TO ORDER

The meeting was called to order at 12:04 PM.

CORRESPONDENCE

No Correspondence

STAFF REPORT

UPTV Coordinator Chris Foster updated the commission on several issues.

- City Council passed 2 resolutions, passing revisions of the UPTV Public Access Policies and Procedures and ordering UPTV to obtain and activate the equipment necessary to broadcast Democracy Now.
- Hired a new UPTV Production Assistant.
- Ordering equipment for the UPTV Studio and the plan is to start putting the studio together.
- Democracy Now has been cleared for broadcast, dish is in, Randall Cotton will bring in receiver once it is shipped. UPTV has the non-penetrating roof mount for the dish and they plan to install it themselves.

AUDIENCE PARTICIPATION

No audience participation at this time.

UNFINISHED BUSINESS

Chair Gladney put together some procedures for a grievance hearing and she reviewed them with the Commission.

- Must receive a request in writing for a hearing.
- Commission will ascertain the need for a hearing.
- Hearing Process, receive all relevant paperwork, set a date for hearing, notify everyone who needs to be, examine all relevant UPTV Policies, each party choose a speaker, set a time limit, hold open deliberations, Commission makes a decision.
- Hearing can be continued and we need to decide if we need to have a court reporter for the hearings.

City Attorney Steve Holz responded to Chair Gladney's grievance procedures

- People can come to the hearing with representation of attorney.
- Need to have a provision for presentation of evidence; if there is a dispute about an issue, both sides need to be able to present their evidence.
- Each side may have witness that are examined and cross-examined.

- Need to have an order in which parties present their case, most the time complainents go first.
- Each side was witnesses that are examined and cross-examined.
- Need to have a mechanism to decide who the hearing officer is.
- Time limits normally fall within the discretion of the hearing officer
- Need to clearly note how the Commission votes and if it takes a majority or unanimous vote.
- Also need to decide if a Commissioner that only hears part of a dispute can vote.

Mr. Holz said that he could prepare a more formal and thorough proposal on what the rules should be for the next meeting.

Chair Gladney asked that be put on the agenda for the next meeting.

Commissioner Boozell asked that we add something at the beginning that asks that complaints be dealt with promptly.

Commissioner Jessup asked what the guidelines are for filing a grievance.

Mr. Holz stated that it must be an aggrieved member of UPTV who has been adversely affected by a final decision of the administration. He added that there are three areas that can be examined during a hearing; Question of memberships, discipline of UPTV members, and restrictions imposed by the city administration on programs that have received complaints about content, after the program has been broadcast.

Mr. Holz stated that the avenue for any general complaints about UPTV would be at the UPTV Commission, C-U Joint Cable Commission, and the Urbana City Council.

NEW BUSINESS

Chair Gladney led a discussion on the possibility of adding a separate channel, solely for public access programming.

Commissioner Maxson read a proposal that was formulated by the C-U Joint Cable Commission.

Chair Gladney stated that we currently have 4 channels and there was an option in the franchise for additional channels.

Commissioner Boozell said that the first question is will Insight accept the idea. We need start early and try and get the local governments on board. If they are not on board Insight won't be either.

Chair Gladney added that on Wednesday, January 12, 2005 at 4 PM. The C-U Joint Cable Commission will be holding a study session on the issue of adding a public access channel.

Chair Gladney thinks that Urbana has shown that there is interest in public access but the recent events that have occurred in Urbana show the need for a separate channel.

Commissioner Boozell said that there are two issues involved with getting a new channel, channel space and funding. Mr. Boozell added that we needed to look into some new equipment so that UPTV can open up weekends for public access.

Chair Gladney asked if the Outreach Coordinator would be able to help out programming during the weekends.

Mr. Foster said that they might be able to help out with programming on the weekends.

Chair Gladney added that since the elections are coming up in Champaign and Urbana we need to be asking candidates about their thoughts on public access.

COMMISSIONERS COMMENTS

Commissioner Boozell asked that staff provide a target date for the completion of the studio at the next meeting.

ADJOURNMENT

The next meeting was set for March 14th at 12:00 PM and Chair Gladney adjourned the meeting at 12:44 PM.