



**Broadcast Educational Media Commission Meeting Minutes
2470 North Star Rd., Columbus, Ohio 43221
February 11, 2015**

I. Opening

10:30 a.m.; Commission Chair Mark Filippell opened the Broadcast Educational Media Commission (BEMC) meeting.

II. Roll Call

10:30 a.m.; Coordinator Sue Price conducted roll call.

Members Present: Chairman Mark Filippell; Commissioner Stephen Black; Commissioner; Commissioner Stephen Freeze; Commissioner Bruce Hawkins; Commissioner John McClelland; Commissioner Christine Merritt; Commissioner Jan Osborn, Designee Charles See; and Commissioner Curt Steiner. (Commissioner George Sarantou arrived at 10:44 a.m.)

Members Absent: Commissioner Ronald Amstutz; Commissioner Cliff Hite; Superintendent Richard Ross; ~~Commissioner George Sarantou~~; Commissioner Michael Skindell; and Commissioner Michael Stinziano.

Also present: Interim Executive Director W. David Johnson; Assistant Attorney General Jennifer Bondurant; Chief Engineer Craig Stevenson; Chief Information Officer Laura Bryson; Coordinator Sue Price; and interested citizens.

Mrs. Price declared a quorum present.

III. Resolution 15-42: Acceptance of November 13, 2014 & December 2, 2014 Minutes

10:32 a.m.; Mr. Hawkins moved and Dr. Osborn seconded to accept amended minutes of the November 13, 2014 and minutes of December 2, 2014 Commission Meetings.

AYES: Mr. Filippell; Mr. Black; Mr. Freeze; Mr. Hawkins; Mr. McClelland; Ms. Merritt; Dr. Osborn; Mr. See and Mr. Steiner.

NAYS: None

ABSTAIN: None

IV. Director's Report

Mr. Filippell stated terrific progress has been made on a large number of issues.

Budget Update:

Interim Executive Director Dave Johnson informed the Commission that BEMC's flat budget proposal has been approved Governor Kasich – there will not be a 10% cut – Good News. The approved budget appears to be slightly more than the previous budget, however, because, while BEMC is not currently charged for SOCC space, the SOCC is going to start charging for space and funds have been added to cover SOCC lease space for FY16/FY17.

Modernization Project Update:

All quotations received against BEMC's original RFQ came in over budget – they were between \$5 Million and \$8 Million. Subsequently, BEMC negotiated a contract. There were concerns about vendor fairness, so BEMC followed DAS' process, the same as had been done the first time around, but providing a budget amount and specifically requiring server-based quotations.

Stu Davis, State CIO, has agreed to write a letter of support on behalf of the modernization project. At a vendor request, BEMC extended the bid deadline one week. Quotations are now due Friday, February 20, 2015.

(Mr. Sarantou arrived at 10:44 a.m.)

Stating the consensus \$2.7 Million will be sufficient to meet BEMC' requirements, Mr. Stevenson explained BEMC's scoring grid for analyzing quotes and one-week timeline for presentation to the Commission and Controlling Board approval. Changing the date of BEMC's Commission Meeting from April 2nd to April 9th would better accommodate the short timeline.

Resolution 15-43: Move BEMC April 2, 2015 Commission Meeting to April 9, 2015

10:50 a.m.; Mr. Filippell moved and Mr. Black seconded to move the BEMC Commission Meeting from Thursday, April 2, 2015 to Thursday, April 9, 2015.

AYES: Mr. Filippell; Mr. Black; Mr. Freeze; Mr. Hawkins; Mr. McClelland; Ms. Merritt; Dr. Osborn; Mr. Sarantou, Mr. See and Mr. Steiner.

NAYS: None

ABSTAIN: None

Mr. Filippell summarized the Modernization Project timeline: Lay groundwork with placeholder for Controlling Board for Monday, April 13, 2015. It may need to be two weeks later, but it needs to be done a.s.a.p.

Mr. Johnson stated BEMC's plan is to get us in before the end of April.

Video Conferencing Upgrade Update:

BEMC Chief Information Officer Laura Bryson: In May 2014, the Commission approved \$300,000.00 for video conferencing upgrades. The project is ¾ complete. BEMC has increased port capacity. Recording system is not on line. BEMC is trying to put into production next school year, but may start to pilot earlier. BEMC didn't want to have half of their material on one recording system and rest on the new system. The last component is to try to replace our infrastructure. There were some issues with re-reseller and manufacturer to get the upgrade completed. The software is installed. There are some configuration issues. *Straight 'A' Grant* recipients are starting to utilize the new equipment. BEMC is currently using all three bridges. Regarding the SOCC equipment relocation, BEMC and MCOECN has video conferencing equipment on the third floor of the SOCC. BEMC needs to plan to move the equipment to someplace else at the SOCC, probably the second floor, so the move will not adversely affect K thru 12X. The move should be made sometime this summer. A walk-thru is scheduled next week.

Building Electrical Upgrade Update:

Mr. Stevenson indicated BEMC's plan was to upgrade our transfer switch and main distribution panel just for the Tech Core area. American Electric Power performed a site survey and informed us that we cannot split our distribution feed among the two panels. AEP is recommending a new feed which would require a new distribution panel for the entire building not just the Tech Core Area as originally planned. We need to evaluate the entire building and each sub panel. Our capital budget for replacement of the Tech Core distribution panel is \$200,000.00. The existing panel was built in 1950's era. Parts are no longer available. We'll need to review the requirements before we can estimate costs. If transformers are required to be located on the ground, it will have a major impact. We hadn't planned for re-wiring the entire building. Electrical upgrades for the overall building were estimated at \$400,000.00 back in 2007. We have a current budget of \$200,000.00 just for limited changes in the Tech Core Area alone. Costs could go beyond \$400,000.00 if we have to do the entire building.

Generator Tank Upgrade:

Mr. Stevenson reported BEMC will have an electrician on site on February 17th to hook up the portable generator for the larger tank installation. The larger tank will enable a three-day run time.

Mr. Johnson add that most of the larger tank costs are being funded through a grant obtained by The Ohio State University. There will be no interruption of service.

Lease Extension:

BEMC's lease with OSU expired the end of June, last year. A six-month extension was implemented, and then a second six-month extension was contracted through June 30, 2015. The new lease will need to be complete prior to BEMC's June Commission Meeting, and approval will be required prior to execution of the new lease.

BEMC is negotiating with OSU to reduce the cost of our lease. BEMC would take care of all building facility management. There are already a number of facilities-related areas that BEMC manages. Changes are being negotiated for BEMC to take responsibility for clearing the parking lot and shoveling walkways, roof repairs and replacement of a roof-

top air conditioning system. On the flip side, BEMC would have \$20,000.00 more per year to cover facility maintenance costs.

Facilities Maintenance Updates:

1. **Boiler:** Two weeks ago, a middle-of-the-night call was generated by BEMC's fire alarm monitoring company, reporting smoke in the boiler room. Steam from the boiler fried the sensor/smoke detector, but fortunately, there was no damage to the air compressor.
2. In response to a landlord vs. BEMC's lease responsibilities question pertaining to possible grey areas and/or future issues, Mr. Johnson indicated it is exactly what BEMC is working on.
3. **Security System:** Security upgrades have been completed in last couple of weeks. BEMC changed some FOB accesses and now has a secure area. Staff can no longer be locked out of the Master Control area. The outside door sensor has been removed from the main foyer entrance. Basically, building security is more practical and more secure.

HR Updates:

Hopefully, BEMC will have a new hire starting in March. Currently, other than the Broadcast Manager, there is no back up for our traffic person. There could be a problem, should that individual be out for a long time. There is a lot of data entry associated with traffic administration that BEMC would prefer to pass on to the new hire, in order to provide the traffic person more challenging responsibilities. BEMC currently has seven staff members running our Master Control area 24x7, and we have no back up for Master Control. By having a person who can back-up some of the Master Control shifts, we can save some money. The new hire's first responsibility will be Traffic, and his second priority will be to back up Master Control.

Succession Plan:

BEMC's Succession Plan is complete has and has been submitted. Basically, it is to cross-train, but the process has only just started. In preparation for upcoming contract negotiations, BEMC also completed a strike plan.

V. Resolution FY15-44: Go Into Executive Session

11:22 a.m.; Mr. Hawkins moved and Mr. Freeze seconded to go into Executive Session to discuss the open Executive Director position.

AYES: Mr. Filippell; Mr. Black; Mr. Freeze; Mr. Hawkins; Mr. McClelland; Ms. Merritt; Dr. Osborn; Mr. See, Mr. Sarantou and Mr. Steiner.
NAYS: None
ABSTAIN: None

(No report on Executive Session.)

VI. Resolution FY15-45: Adjournment

11:45 a.m.; Mr. Hawkins moved and Mr. Freeze seconded to close the meeting.

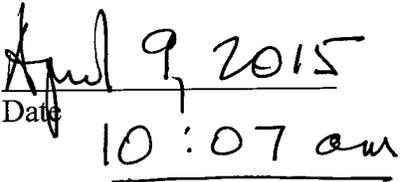
AYES: Mr. Filippell; Mr. Black; Mr. Freeze; Mr. Hawkins; Mr. McClelland; Ms. Merritt; Dr. Osborn; Mr. See, Mr. Sarantou and Mr. Steiner.

NAYS: None

ABSTAIN: None



Mark Filippell, Chair
Broadcast Educational Media Commission



Date
10:07 am