



**Broadcast Educational Media Commission Meeting Minutes  
2470 North Star Rd., Columbus, Ohio 43221  
July 10, 2014**

**I. Opening**

10:03 a.m.; Commission Chair Mark Filippell opened the Broadcast Educational Media Commission (BEMC) meeting.

**II. Roll Call**

10:03 a.m.; Coordinator Sue Price conducted roll call and declared a quorum present.

Members Present: Chairman Mark Filippell; Commissioner Stephen Black; Commissioner Designee John Conley; Commissioner Stephen Freeze; Commissioner Bruce Hawkins; Commissioner John McClelland; and Commissioner Jan Osborn; Commissioner Designee Susan Patterson; and Commissioner Curt Steiner.

Members Absent: Commissioner George Sarantou and Commissioner Michael Skindell.

Also present: Executive Director Richard E. May; Chief Engineer Craig Stephenson, Broadcast Manager Dave Johnson; Chief Information Officer Laura J. Bryson; Coordinator Sue Price; and interested citizens.

Mrs. Price declared a quorum present.

**III. Resolution 15-29: Acceptance of May 8, 2014 Minutes**

10:08 a.m.; Mr. Hawkins moved and Mr. Conley seconded to accept amended minutes of the May 8, 2014 Commission Meeting.

AYES: Mr. Filippell, Mr. Black, Mr. Conley, Mr. Freeze, Mr. Hawkins, Mr. McClelland, Mr. Osborn, Ms. Patterson and Mr. Steiner.

NAYS: None

ABSTAIN: None

**IV. Executive Director's Report**

10:09 a.m.; Executive Director Richard E. May thanked the Commission Members and invited them to participate in a short, first anniversary celebration of the Broadcast Educational Media Commission to be held outside, on BEMC's lawn during a one-hour lunch break at the conclusion of the meeting.

A. Update on Capital Appropriations: The BEMC members had approved and forwarded to the Office of Budget and Management \$3.5 million in priority

projects for the various affiliates and organizations under BEMC purview. While the General Assembly did approve earlier this year capital appropriations for BEMC, Ohio Government Television, the Statehouse News Bureau, and the Radio Reading Services, funding for priority requests for public television and radio stations were not allocated any capital appropriations. With a very short timeline, an effort was made to include public TV and radio stations project funding in the mid-biennial review legislation, but that effort was unsuccessful. Another legislative effort will likely be made later this year during a lame duck session of the General Assembly. Mr. May stated he hopes to meet with the Governor's office soon on these priority projects and Mr. Filippell commended Mr. May for his efforts in helping policymakers understand public broadcasting and to bring folks together to advance greater knowledge of what we're doing.

- B. Update on New Lease with OSU: Mr. May reported that, currently BEMC is on a month-to-month lease at an annual rate of \$81,800.00, although BEMC is continuing negotiations with OSU through DAS Real Estate. Negotiations are complicated because there are numerous government agencies utilizing our space and we're trying to find a way for BEMC to be responsible for building maintenance and secure a lower price lease.
- C. Recent Expenditures and Budget Update: Referring to an updated FY14 4<sup>th</sup> quarter procurement handout that had been distributed at the May 8, 2014 Commission Meeting, Mr. May stated the Commission had approved spending \$300,000 to expand video conferencing capacity at the May 8<sup>th</sup> Commission Meeting and Laura Bryson would provide an update later in the meeting.

Explaining BEMC's intentional spending prudence in expending funds for only basic operational needs during start-up and subsequent hiring and implementation of a permanent Executive Director as reasons for an approximate \$1 Million in unspent GRF in the last quarter, Mr. May reviewed remaining items on the list and the decision to spend about half on infrastructure video conference & conference room upgrades and satellite revisions and return about half to the GRF.

Referring to the budget encumbrance and expense spreadsheet handout, Mr. May informed the Commission BEMC is working on an OBM requirement for FY15 month-by-month allocation calculations. As well, the FY15/16 Budget is forthcoming. BEMC's intent is to plan quarterly expenditures to manage our money more efficiently.

BEMC is in the process of "cleaning up" old and unusable satellite dishes. Having recently torn down two smaller dishes, BEMC still needs to tear down the 6.1 and 11 meter dishes. It will cost an estimated \$30,000.00 for these tear downs through Antenna Specialists, Inc., a national expert in the field. Before proceeding, BEMC is trying to locate a scrap metal company who may be interested in tearing down the satellite dishes at a lower cost. It is possible that BEMC will come back to the Commission to request replacement of the 6.1 meter dish. Craig Stephenson expanded that the current 6.1 meter dish is an old radio

uplink dish no longer being utilized. It could be repurposed for television purposes, but, unfortunately, it is a fixed dish that can only acquire one satellite. It is our goal to replace that dish with a 4.5 meter, steerable satellite dish.

- D. Update on Department of Education's Financial Assistance for Video Conferencing Help Desk: BEMC is hoping to meet with ODE's Jim Quick within the next couple of weeks to discuss funding K-12 video conference services.
  - E. Status Report on FYs 2012-2013 Audit of eTech Ohio Commission: The audit is complete and BEMC is waiting for a management letter. No major concerns. BEMC will be audited two years from now.
  - F. Discussion of FY14 Accomplishments: Referring to the handout list of BEMC FY14 accomplishments, Mr. May explained it is a quick overview of the various work performed at BEMC on an ongoing basis. Mr. Filippell commended Mr. May and BEMC staff on having done a great job.
- V. **Progress Report on the North Star NOC Modernization Project**  
10:40 a.m.; Consultant John Luff joined the meeting via an audio call. Mr. Luff updated Commission Members on the status of BEMC's RFP being developed by DAS and detailed the bid process.
- Mr. Filippell led a discussion as to whether noting the project's \$2.7 million budget in the request for proposals would be beneficial or detrimental. A consensus was reached by Commission members to not include the \$2.7 million budget as part of the RFP document.
- Final review should be complete 7/29/14, the bid should be awarded the last week of September, and final installation is slated for the end of October 2015.
- VI. **Presentation on Video Conferencing Technology Upgrade**  
11:37 a.m.; Laura Bryson reported video conferencing capabilities offered by BEMC for distance learning should almost double by the start of the school year in mid-August. BEMC had planned more modest video conference upgrades, but at its May meeting the Commission decided to boost its investment level and is on track to spend about \$290,000.00 to upgrade from 120 standard-definition video conferencing ports to 205 ports. Average use had been running about 80% of the 120-port capacity, but a jump in usage based on growth of distance learning and the FY14-15 budget's \$250 million Straight A Fund initiative is anticipated and will require additional capacity.
- VII. **Presentation From Public TV Stations' General Managers**  
Mr. May reported this agenda item will be moved to the September meeting.
- VIII. **Presentation/Discussion of Ongoing Strategic Planning Process**  
Mr. May reported a scheduling conflict necessitates moving this agenda item to the September meeting.

IX. **Executive Session (if necessary)**

No executive session.

X. **New Business**

No new business.

XI. **Resolution FY15-30: Adjournment**

12:05 p.m.; Mr. Freeze moved and Dr. Osborn seconded to close the meeting.

AYES: Mr. Filippell, Mr. Black, Mr. Conley, Mr. Freeze, Mr. Hawkins, Mr. McClelland, Dr. Osborn, Ms. Patterson and Mr. Steiner.

NAYS: None

ABSTAIN: None

  
\_\_\_\_\_  
Mark Filippell, ~~Chair~~  
Broadcast Educational Media Commission

9/4/14  
\_\_\_\_\_  
Date