

**NORTH SUBURBAN COMMUNICATIONS COMMISSION
MINUTES
February 4, 2010**

I. Call to Order

The Commission Chair, Hal Gray, called the meeting to order at 7:00pm at CTV North Suburbs, Roseville facility.

II. Roll Call

The following Commissioners were in attendance:

Craig Wilson, Arden Hills
Rick Talbot, Falcon Heights
Jeff Dains, Lauderdale
Rick Montour, Little Canada
Nancy Kracl, Alternate, Mounds View
Mary Burg, New Brighton
Steve Beilke, North Oaks
Dan Roe, Roseville
Hal Gray, St. Anthony
Ady Wickstrom, Alternate, Shoreview

Others Present:

Coralie Wilson, Executive Director
Patricia Doocy, Office Administrator
Kathi Donnelly-Cohen, Director Government Affairs, Comcast
Mark Beer, Finance Director, City of Mounds View

III. Public Forum

No one was present to speak at the public forum.

IV. Approval of Agenda

Ms. Wickstrom moved, seconded by Mr. Talbot, to approve the agenda. The motion was approved unanimously

V. Approval of Minutes

Mr. Beilke moved, seconded by Mr. Wilson, to approve the minutes of the January 7, 2010, Commission meeting. The motion was approved with one abstention from Shoreview.

VI. Public Hearing Concerning the Review of Comcast's Basic Service Programming, Equipment and Installation Rates and Charges.

Mr. Gray opened the public hearing to hear comments on Comcast's rates. Hearing none, Mr. Montour moved, seconded by Mr. Talbot, to close the Public Hearing Concerning the Review of Comcast's Basic Service Programming, Equipment and Installation Rates and Charges. The motion was approved unanimously.

VII. Reports

A. Executive Report

Ms. Wilson referred to the scholarship information that was distributed prior to the meeting, noting the deadline for scholarship applications submission is April 9, 2010. She added that the funds for the 2010 Scholarship Grant is slightly over \$90,000.

Ms. Wilson reported on the National Broadband Plan, referring to a recent e-mail from NATOA that she handed out prior to the meeting. NATOA joined with local government and public interest groups to submit responses for the final call for comments to the plan, which the FCC will submit to Congress on March 17.

Ms. Wilson also reported on the petition filed with the FCC regarding the ruling on the wireless industry on tower sightings.

Today in Washington, Ms. Wilson reported the US House and Senate Committees had hearings on the Comcast/NBC Universal merger. She said this is the first step in a very long process.

Ms. Wilson said she also distributed prior to the meeting an announcement for an upcoming Forum at the Humphrey Institute on Broadband Innovation in Minnesota Counties, and also an article on Comcast's fourth quarter financial numbers.

B. Cable Company

Ms. Donnelly-Cohen announced that Comcast is promoting the "World of More" since subscribers have been asking for more programming, more HD, faster speed, more video on demand, more options. She explained that, for subscribers who only have Basic I, that service will remain in analog. Basic II is currently transmitted in analog, but will be changing to digital in the World of More. So, Basic II customers who are cable ready, will need to have a digital adapter by September 2010.

Ms. Donnelly-Cohen demonstrated how simple it was to install the adapter. She reported that it needs to be installed and activated within three days of receiving it.

In answer to Ms. Wilson's questions, Ms. Donnelly-Cohen explained the process Comcast is going to use to update the schools. She said Comcast will do site visits to the schools and will be hosting a webinar to bring the schools up to date.

Ms. Donnelly-Cohen further explained Comcast will host webinars for the cities for them to ask specific questions about the wiring in city halls, fire stations, etc. The cities then can decide what equipment changes they need.

Ms. Donnelly-Cohen reported that high speed internet subscribers received a letter announcing Comcast is changing their security service. Subscribers can go to Comcast.net and press security and download the product.

VIII. General Business

A. Treasurer's Report

Mr. Dains moved, seconded by Mr. Roe, to approve the December 2009 Treasurer's Report. The motion was approved unanimously.

B. Nominating Committee

Mr. Beilke reported that on behalf of the Nominating Committee, which included Mr. Huffman and Mr. Wilson, they are presenting a slate of candidates for the 2010 officers.

Mr. Beilke moved, seconded by Ms. Wickstrom, to approve the slate of officers, which includes: Mr. Roe, Chairman; Mr. Talbot, Vice-Chairman; and Mr. Huffman as Secretary/Treasurer. The motion as approved unanimously.

C. Order Regarding the Maximum Permitted Basic Programming Service Rate.

Mr. Beilke moved, seconded by Ms. Burg, to adopt Resolution 2010-01, an order Regarding the Maximum Permitted Basic Programming Service Rate Set Forth in the Federal Communications Form 1240 Filed by Comcast of Minnesota, Inc., on or about March 1, 2009. The motion was approved unanimously.

D. Order Regarding the Maximum Permitted Equipment and Installation Rates

Ms. Wickstrom moved, seconded by Mr. Roe, to adopt Resolution 2010-02, an order Regarding the Maximum Permitted Equipment and Installation Rates Set Forth in the Federal Communications Commission Form 1205 Filed by Comcast of Minnesota, Inc., on or about March 1, 2009. The motion was approved unanimously.

E. St. Paul/Ramsey County I-Net Project

The Commissioners discussed the cities' institutional network needs and possible interests in becoming partners in the St. Paul/Ramsey County project

F. Allocation of Expenses between NSCC and NSAC

Mr. Beer, Financial Director for the City of Mounds View, requested that the Commission take a look at the allocation of expenses between the Commission and the Access Corporation. He suggested that the expenses be 5% for the Commission rather than the 1/3 that is presently allocated.

After discussion on the allocation process and ramifications, Mr. Gray asked for volunteers to serve on a sub-committee to review the current allocation and provide a recommendation to the Commission. Ms. Wickstrom volunteered the representative from Shoreview; Mr. Beer volunteered the representative from Mounds View. Mr. Montour and Mr. Wilson also volunteered to serve on the subcommittee.

Mr. Roe moved, seconded by Mr. Talbot, to approve Mr. Montour, Mr. Wilson, the representative from Mounds View and the representative from Shoreview to be members of the sub-committee to review the allocation of expenses between NSCC and NSAC. The motion was approved unanimously.

IX. Announcement

The Commissioners discussed the up-coming scholarship program. Mr. Talbot urged the Commissioners to promote the program at their city council meetings. Mr. Wilson suggested the applicants follow instructions neatly and accurately. Ms. Wickstrom said scholarships have been given out, not to just typical college age, but to adults furthering their education. Ms. Wilson said students at trade schools or non-traditional colleges and universities are also included.

X. Adjournment

Mr. Roe moved, seconded by Mr. Wickstrom, to adjourn the meeting. The motion was approved unanimously and the meeting adjourned at 8:00pm.

Respectfully submitted

Pat Doocy, Office Administrator

Blake Huffman, Secretary/Treasurer