

Committee attendance: Yen Ju Chen, Paul Goldberg, Delaney Higgs, Seth Isenberg, Oneal Puri, Lawrence Sarjeant, Richard Wells & Pamela Wilkins. Absent: Carl Bretscher, Garry Burnett & Ted Ewanciw. Cable Office Staff: Keith Watkins.

Call to Order

- Paul Goldberg called the meeting to order at 7:10 PM; without a quorum at that time. At 7:18 Paul gained a quorum and due to the resignation of Richard Freedman, called for the election of a new Chair. Oneal Puri was elected; Keith will have to confirm that this will be a continuation of Freedman's 2nd year Vs a new term.
- We did a review of the points that we want to cover at the BCC to include:
 - The cable agreement and our ability to review it and provide input prior to execution so as to provide impact.
 - PEG metadata and listing should be provided to Verizon and that should be included in the Electronic Program Guide.
 - Improvement and development of a mobile app that the Cable Office has in progress.
 - We should include High Def PEG can see (*info from Pamela pending*).

Approval of Agenda/Minutes

- The minutes from the last November meeting were approved with minor edit.

Cable Office Report

- Keith asked about the BCC meeting with the County Executive Paul, Oneal and Richard agreed to go to the meeting and we will move the meeting to Feb 3rd at 7 PM.
- Richard asked about the Ultra Montgomery project and Wi-Fi plans that got recent press by the CE and asked if we could get any input. Oneal Puri may reach out to gain input.
- We had no new input on Comcast draft. Per last meeting, we had hoped items resolved by end of fiscal year and ready for review. Richard will follow up with Phil on this.
- Some programmers don't have metadata and the cable office hopes to get this item fixed. Richard will follow up with Phil on this.
- Verizon PEG listings in the Electric Program Guide was reviewed and continue to be an issue. Richard will follow up with Phil on this.

Old Business

- Security Training was raised by Ted and Keith did not think it was still required; we don't have to follow up on this anymore; issue closed.
- Issue is still outstanding to *get Rockville & Takoma Park to appoint representatives to the CCAC, or respond to the Cable Office request for direction of who else to contact. CCAC now has 12 members and only the MML, Rockville & Takoma Park seats remain empty. No new info at this time.*

New Business

Pamela raised an issue where she would like to understand if we could gain more information on PEG operation.

Lawrence Sarjeant asked for a copy of our charter.

Reminder:

- Reimbursement should be filed for Qtr 2015.
- GO Committee meeting is scheduled to cover Preliminary review - Cable Television and Communications Plan 9:30 AM - 7CHR February 5, 2015.
- BCC annual meeting with 7:00 PM - EOB 2nd floor Conference Room February 3, 2015.
- GO Committee meeting is scheduled to cover Briefing - UltraMontgomery and WiFi 9:30 AM - 3CCR March 5, 2015.
- Next CCAC meeting is scheduled Wednesday, March 25, 2015.

Adjourn

- Meeting adjourned at 8:18 PM

Submitted by: Richard Wells