



**MINUTES**  
**K-23 ADVISORY COMMITTEE**  
**Monday, September 27, 2010 – 6:00 p.m.**  
**Keizer Civic Center**

The meeting was called to order at 6:04 p.m. by Chair Heimerdinger. Those in attendance were:

**Present:**

Jason Heimerdinger, Chair  
Randy Boeger, Vice Chair  
Rob Conahey  
Jerry Crane  
Doug Jones

**Absent**

Charles Lewis  
Jack Evans

**Liaisons**

Cathy Clark, Council

**Staff**

Rex Robertson, Ike Media  
Kevin Watson, Assistant to the City  
Manager  
Debbie Lockhart, Deputy City Recorder

**Approval of Minutes ~ Randy Boeger moved to approve the August 2010 meeting minutes. Rob Conahey seconded. Motion passed as follows:** Heimerdinger, Conahey, and Boeger in favor with Crane and Jones abstaining and Lewis and Evans absent.

**Appearance of Interested Citizens ~** Rob Conahey voiced disappointment that guests he had invited were not in attendance. He noted that his father is a retired insurance agent and would be interested in doing a show where people could submit insurance questions and he could respond.

**Review of Programming/Production Schedule from Rex Robertson with Committee Input/Suggestions ~** Rex Robertson reported that this month was similar to last month; two more oral history interviews were done with Jason Cox from Keizer Times hosting. These continue to improve and are now being aired on the channel and on K23TV.com. Fire Talk and Cop Talk are still going on as well as the Council meetings. He will film the beginning of the Fire District Open House. Councilor Clark suggested that he film the Area C Planning Commission meeting on October 13. Mr. Robertson responded that he would announce it on Webus as well.

**Review of CCTV Rules ~** Discussion took place regarding various aspects of the policies including submission guidelines, deadlines, etc. Mr. Robertson agreed that 10 submissions per month would be reasonable with a deadline of early the previous month. Other limitations would depend on the program. Members agreed that submissions of under 60 minutes would be allowed without prior approval but those

wishing to submit something longer would need to call to arrange for a longer "slot". Mr. Robertson also noted that turnaround time from submission to airing would be 7 days at most if it is submitted on a DVD. He suggested that verbiage such as "If it plays in your home DVD player, it can be submitted" or "Formatted on a regular DVD player" be included in the submission guidelines. Discussion then took place regarding what happens when the handbook is completed to the committee's approval with Kevin Watson explaining that it should be reviewed by City Attorney Shannon Johnson before being submitted to Council for their approval.

Further discussion took place regarding what would happen to the submitted DVDs after they have been aired, with Ms. Clark pointing out that the policies state that they are to be picked up by the people who submitted them and if they are not picked up, they become the property of the television station. Rex requested that contact information be included on the submission form, particularly a space for an email address. Ms. Clark added that she would include verbiage indicating that programs will be aired on KeizerTV.com at the discretion of the producer, but airing is not guaranteed. She agreed to make the changes discussed and send them to the members for review and comment before submitting the guidelines to the City Attorney.

Jason Heimerdinger moved to submit the current draft with changes for legal review. Randy Boeger seconded. Motion passed unanimously as follows: Heimerdinger, Conahey, Boeger, Crane and Jones in favor with Lewis and Evans absent.

**Volunteer Programming Submissions** ~ One submission was received from Nate Rafn. Committee members agreed to extend the deadline to October 25.

**Internship Update** ~ Chair Heimerdinger explained that the first person he thought of is unable to do the internship but he had another prospect that he wanted to explore. Rob Conahey suggested that perhaps someone from CERT would be interested. Discussion then took place regarding an application process with Rex suggesting that anyone interested could just call him and he would go from there. Ms. Clark suggested that as the program expands an application would be necessary. She suggested posting the K-23 need for volunteers on the City Facebook page. Jason volunteered to put together volunteer verbiage for submission to Rex who could then forward it to Kevin to be posted on Facebook.

#### **Other Business**

- Representative Reporting to Council: It was agreed that it was not necessary for a representative to report to Council.

**Adjournment** ~ Meeting adjourned at 6:50 p.m.

#### *Next Meeting*

*October 25, 2010, 6 p.m. – Civic Center Room A*

*Approved: 10-25-10*