



CHARTER TOWNSHIP OF MERIDIAN  
COMMUNICATIONS COMMISSION REGULAR MEETING  
5151 Marsh Road, Okemos, MI 48864  
Administrative Conference Room  
WEDNESDAY, FEBRUARY 1, 2017 6:09 PM

PRESENT: Chair, Walter Benenson; Vice Chair, Patrick Crowley; Commissioner, Tunga Kiyak  
ABSENT: Commissioner, Kevin Thatcher; Commissioner Andrew Lathrop  
STAFF: Deborah Guthrie, Communications Director  
TOWNSHIP:  
COMCAST: John Gardner, Director of External Affairs

**1. CALL MEETING TO ORDER**

Chair Benenson called the meeting to order at **6:09 pm**.

**2. PUBLIC REMARKS**

**3. APPROVAL OF AGENDA**

Vice Chair Crowley moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Commissioner Kiyak.

VOICE VOTE: Motion carried unanimously.

**4. APPROVAL OF MINUTES**

Commissioner Kiyak moved **TO APPROVE THE MINUTES OF February 1, 2017**.  
Seconded by Vice Chair Crowley

VOICE VOTE: Motion carried unanimously.

**5. COMMUNICATIONS/ANNOUNCEMENTS**

A. Applications for open positions as alternates on the Communications Commission  
Vice Chair Crowley moved **TO APPROVE THE NEW COMMISSIONER APPOINTMENT OF LESLIE CHARLES**. Seconded by Commissioner Kiyak

VOICE VOTE: Motion carried unanimously

Chair Benenson moved **TO APPROVE THE NEW COMMISSIONER APPOINTMENT OF ERIC LANGDON**. Seconded by Commissioner Crowley

VOICE VOTE: Motion carried unanimously

Vice Chair Crowley moved **TO RECOMMEND JAMIE WITHERS HILLER IF ONE OF THE PREVIOUS TWO MENTIONED DECLINES THE ALTERNATE COMMISSIONER POSITION**.  
Seconded by Commissioner Kiyak

VOICE VOTE: Motion carried unanimously

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- B. Enactment Day, Formal Invite & Informational Flyer  
Director Guthrie invited the Commission to attend. Chair Benenson stated he would be at the event representing the Commissioners. Comcast Representative, John Gardner stated he would be in attendance.
- C. Comcast Service Updates  
Director Guthrie explained that the video provider customer service report is a report for the number of calls the department receives. She explained that it is an intake count, not a total new customer complaint count
- D. Philo Awards Press Release  
Director Guthrie gave honor to the Senior Center and members of the center for being the content producers earning the Philo Award for Senior Programming on HOMTV. Chair Benenson would like staff to send a letter to the Senior Center on behalf of the Commission congratulating them on the award.
- E. Ingham County Board of Commission Tribute  
Director Guthrie explained that the tribute was presented to HOMTV recognizing 35 years of the Internship Program. Director Guthrie explained that she did not believe tributes had been written in the past recognizing the Internship Program.

### 6. NEW BUSINESS

- B. Communications 2017 Work Plan – Draft Copy  
Director Guthrie reviewed the goals for the Communications Department for 2017. The Commission requested a budget discussion for the next commission meeting, including a report on current and future predictions for revenues and expenses.

### 7. REPORTS

- B. Video Service Provider  
Comcast Representative John Gardner provided three documents for the Commission, including a Roku Announcement, Grant Announcement and Super bowl Experience Announcement.

### 8. ADJOURNMENT

Vice Chair Crowley moved **TO ADJOURN THE MEETING**. Seconded by Commissioner Kiyak.

VOICE VOTE: Motion carried unanimously

Chair Benenson adjourned the meeting at 7:35 pm.

### 9. NEXT MEETING:

The next scheduled meeting is **April 12, 2017** in the Administrative Conference Room.