



Media Communications Advisory Board Meeting Minutes - 6/8/2015

Attendance: H. David Rassbach, Howard Hoffman, William Carroll, Jim Kravitz, Eileen Rodrigue, Pete Kuhn, Carla Showell-Lee, Greg Waks, Don Herbert

7:03PM, Meeting called to order by Chairman Rassbach

I. Pledge of Allegiance

II. Approval of May 2015 MCAB Minutes

III. **Chairman comments:** Chairman commented that it was a short agenda.

IV. Reports

1) **LED MESSAGE BOARD UPDATE** – Don Herbert, UMGA-TV Services

* Northstar Electric Services, Jeffersonville, PA will be doing the complete installation for the LED Sign. They have been communicating with PECO, Gas Company, Comcast, & Verizon regarding any digging/installation issues.

*A tree was taken down along Henderson Road in anticipation of LED Message Board.

Eileen Rodrigue suggested reaching out to the Shade Tree Commission regarding trimming and pruning existing trees along Henderson Road.

*Don discussed with Police Chief Nolan regarding re-location of the “Police” sign immediately in front of LED Board location.

*Supervisor Waks suggested a ribbon cutting ceremony for the new long-awaited LED Message Board.

2) **EMERGENCY NOTIFICATION POLICY** – David Rassbach

Sub-committee of David Rassbach, Howard Hoffman, and Bill Carroll did not have a chance to meet and review. Sub-committee will conduct teleconference on Wednesday, 6/9, at 9AM. Further update will be shared at the July 2015 MCAB Meeting.

3) **TOWNSHIP LINES** – Carla Showell-Lee

Carla is currently working on the Summer Edition of Township Lines and would like to reach out to residents to ask for content.

*Township Lines – Goes out to over 9,000 homes.

*Carla to contact the School District regarding content and cooperation from UMASD.

4) **COMCAST FRANCHISE AGREEMENT** – David Rassbach

No further update on Comcast Agreement. Teleconference needed with Township Solicitor pertaining to DAS Ordinance.

4) NEW BUSINESS

A) **Public Information Office** - Carla-Showell-Lee

Carla shared that the PIO due to its current functionality should be its own Township Department. Proposed adding 2 part-time positions and to restructure some responsibilities.

B) **Media Communications Advisory Board vacancy** – Greg Waks

Supervisor Waks shared that 3 applications were received for the lone MCAB vacancy. All of the candidates were women. He stated that all candidates were well qualified, the BOS was moving swiftly through the process and there should be a decision from the Board of Supervisors shortly.

Meeting adjourned at 8:36PM