

**ACTION SUMMARY  
SACRAMENTO METROPOLITAN  
CABLE TELEVISION COMMISSION  
700 H STREET, SUITE 1450  
SACRAMENTO, CA 95814**

**SEPTEMBER 2, 2021**

**2:30 PM**

Board Members Present: Chair Matt Hedges (Alternate for Sue Frost), Don Nottoli, Lisa Nava (Alternate for Phil Serna), Keaton Riley (Alternate for Patrick Kennedy), Vanessa McCarthy-Olmstead (Alternate for Rich Desmond), Michelle Pariset (Alternate for Katie Valenzuela), Sarah Pollo Moo (Alternate for Eric Guerra), Ryan Brown (Alternate for Mai Vang), Tim Schaefer, Kevin Spease

Board Members Absent: Vice Chair Garrett Gatewood, YK Chalamcherla

*Director Pollo Moo (Alternate for Eric Guerra) joined the meeting at 2:46 PM,  
Director Nottoli joined the meeting at 2:59 PM*

**CALL TO ORDER / ROLL CALL**

Chair Hedges called the meeting to order at 2:33PM.

1. Resolution No. 2021-016, Adopting The Fiscal Year 2021-22 Final General Fund (094a) Budget And Resolution No. 2021-017, Adopting The Fiscal Year 2021-22 Final PEG Fee Fund (094b) Budget

2:36 PM Commission Action: On a motion by Schaefer, second by Brown, the Board approved Resolution No. 2021-016, adopting the Fiscal Year 2021-22 General Fund Final Budget and Resolution No. 2021-017, adopting the Fiscal Year 2021-22 PEG Fee Fund Final Budget to include the following Agreements and Exhibits:

- Attachment 3 - Fiscal Year 2021-22 Staffing
- Exhibit 1 – Fiscal Year 2020-21 Budget/Actuals and Fiscal Year 2021-22 Preliminary/Final General Fund (094A) Budget
- Exhibit 2 – Fiscal Year 2020-21 Budget/Actuals and Fiscal Year 2021-22 Preliminary/Final PEG Fee Fund (094B) Budget
- Pro Forma First Amendment to the Fiscal Year 2021-22 Annual Funding and Performance Agreement for Channel Licensees

AYES: Lisa Nava, Keaton Riley, Vanessa McCarthy-Olmstead, Matt Hedges, Tim Schaefer, Kevin Spease, Michelle Pariset, Sarah Pollo-Moo, Ryan Brown  
NOES: (None)  
ABSTAIN: (None)  
ABSENT: Don Nottoli, YK Chalamcherla, Garrett Gatewood  
RECUSAL: (None)

2. Review And Provide Feedback On The Draft Revised JPA Agreement And The Draft Revised By-Laws Of The Sacramento Metropolitan Cable Television Commission

2:47 PM Commission Action: On a motion by Director Brown, second by Director Pariset, the Board directed staff to reach out to Member Agency teams to solicit feedback on the Draft Revised JPA Agreement and the Draft Revised By-Laws and report back to the Board.

AYES: Lisa Nava, Keaton Riley, Vanessa McCarthy-Olmstead, Matt Hedges, Tim Schaefer, Kevin Spease, Michelle Pariset, Sarah Pollo-Moo, Ryan Brown  
NOES: (None)  
ABSTAIN: (None)  
ABSENT: Don Nottoli, YK Chalamcherla, Garrett Gatewood  
RECUSAL: (None)

3. Resolution No. 2021-019, Adopting The SMCTC Employee Handbook For Part-Time Regular & Temporary Employees And Resolution No. 2021-020, Ratifying A Change To The Overtime Policy And Change The Length Of The Probation Period For The Metro Cable Programming Coordinator Position In The SMCTC Personnel Policies And Procedures Manual

2:59 PM Commission Action: On a motion by Director Shaefer, second by Director Nava, the Board approved Resolution No. 2021-019, adopting the SMCTC Employee Handbook for Part-time Regular and Temporary Employees, approved Resolution No. 2021-020, ratifying a change to the Overtime Policy and changed the length of the probationary period for the Metro Cable Programming Coordinator position in the SMCTC Personnel Policies and Procedures Manual.

AYES: Lisa Nava, Keaton Riley, Vanessa McCarthy-Olmstead, Matt Hedges, Don Nottoli, Tim Schaefer, Kevin Spease, Michelle Pariset, Sarah Pollo-Moo, Ryan Brown  
NOES: (None)  
ABSTAIN: (None)  
ABSENT: YK Chalamcherla, Garrett Gatewood  
RECUSAL: (None)



4. Resolution No. 2021-021, Approving GSRMA Memorandum Of Understanding And Delegating Authority For The Commission Chair To Sign The MOU And The Small Group Program Participation Agreement

3:05 PM Commission Action: On a motion by Director Spease, second by Director Nottoli, the Board adopted Resolution No. 2021-021, approving the GSRMA Memorandum of Understanding, delegated authority for the Commission Chair to sign the MOU and the PRISM Small Group Program Participation Agreement.

AYES: Lisa Nava, Keaton Riley, Vanessa McCarthy-Olmstead, Matt Hedges, Don Nottoli, Tim Schaefer, Kevin Spease, Michelle Pariset, Sarah Pollo-Moo, Ryan Brown

NOES: (None)

ABSTAIN: (None)

ABSENT: YK Chalamcherla, Garrett Gatewood

RECUSAL: (None)

5. Calendar Year 2022 Quarterly Board Meeting Schedule

3:09 PM Commission Action: The Board received and filed the Calendar Year 2022 Quarterly Board Meeting Schedule.

6. General Administration Report

3:10 PM Commission Action: Executive Director Bob Davison provided a verbal a report on the following matters:

- FCC In-kind Proceeding
- Section 621 En Banc Coalition – Retainer
- Cable Company Audit Agreements
- Atrium 916 Agreement – Update
- Remainder of Quarterly Board Meetings in CY 2021

7. Channel Licensee Reports

3:16 PM Commission Action: No reports were made.

8. State Franchisee Reports

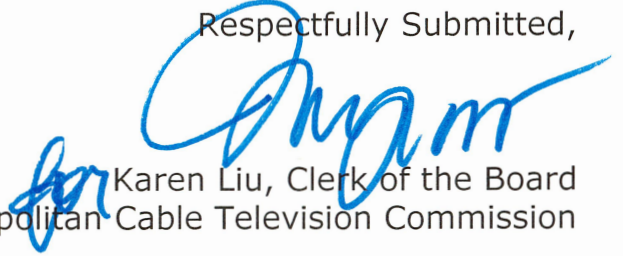
3:16 PM Commission Action: No reports were made.

9. Public Comments On Items Not On The Agenda

3:17 PM Commission Action: There were no comments received from the public.

Adjourned at 3:18 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "for Karen Liu", is written over the typed name.

Karen Liu, Clerk of the Board  
Sacramento Metropolitan Cable Television Commission