

Colorado Channel Authority Board March

Friday, March 27th, 2015, 12pm-1pm

Location: Colorado State Capitol, HCR0112

Conference Dial-in Number: (559) 546-1000

Host Access Code: 819283*

Participant Access Code: 819283#

1. Call to order and attendance

- a. Present:
 - i. Tim Ryan
 - ii. Rep. Kevin Van Winkle
 - iii. Rep. Jonathan Singer
 - iv. Christopher Ryan
 - v. Ken Fellman
 - vi. Sen. Nancy Todd
 - vii. Renny Fagan
- b. Not Present:
 - i. Sen. Holbert (excused)

2. Other Individuals Present:

- a. Ed Krisor
- b. Tony Shawcross
- c. Gavin Dahl
- d. Kate Hawthorne
- e. Courtney Steele
- f. Zack Wimberly
- g. Cindi Markwell
- h. John McKay
- i. Zack Hendricks

3. Review & Approval of February 2015 Meeting Minutes

- a. Feb 2015 [Meeting Minutes](#)
- b. Senator Todd Moves for approval, Ken Fellman seconds, approved.

4. Fundraising Report: Kate Hawthorne

- a. Updated Fundraising Guidelines sent out with agenda: to be finalized with Fundraising Committee, with support from Scott Nachtrieb.
 - i. Senator Todd Confirmed that the elected officials are not participating in fundraising activities, but that its a shame that she cannot encourage some of the organizations she is involved with to support the CCAB. She thinks it might be a good idea to at least be involved with some of those conversations.

- ii. Rep Van Winkle concurred and mentioned that they would not benefit personally in any way, but that they'd like to help the public benefit from the support.
 - iii. Senator Todd and Tim Ryan: CCAB wants to follow the rules of Amendment 41
 - iv. Rep Singer: CCAB Did not ask for an opinion from the AG's office, and they might offer other opinions and interpretations.
 - v. Ed Krisor stated that the amendment gave exclusive authority to the Ethics Commission to reflect on adherence to the guidelines of Amendment 41. ACTION: Ed Krisor to review
- b. Update on sponsorship opportunities
 - i. Kate has found a new source of leads through Associations Unlimited and is pursuing those leads. 600 new potential sponsors. Following up with Marijuana advocates. 9 other prospects considering sponsorship.
 - c. Update on new responses received
 - i. Senator Todd suggests sending links with solicitations. Specifically mentioned all the Chambers, and Kate mentioned learning of 40 new chambers she can pursue.
 - ii. Rep. Van Winkle asked about sponsors highlighted on the homepage, the sponsor page shows 10 sponsors. Action: Fundraising committee needs to determine what to do with former or founding sponsors featured on sponsor's page

5. Switching archive to YouTube - Gavin Dahl

- a. If we use YouTube videos instead of Archive, increase in time for workflow, increase in effort of OMF web team
- b. Download file will need to continue to use Archive
- c. Rep. Van Winkle clarified that he was not suggesting to switch to YouTube completely, use both Archive as YouTube comes through better on cell phones, etc. The goal is to make easier for user.
- d. Tony/OMF clarifies use wouldn't know if they were on archive, or on YouTube.
- e. ACTION: OMF to update the site so that embedded videos are coming from YouTube

6. Colorado Caption Quote Update - Tony Shawcross

- a. Tony received rough quote from Colorado Caption: \$50,000/ year for captioning services
- b. Tony also reached out to YouTube about the anticipated free automated captioning service, has not yet received a response
- c. Come back to this issue before 2016 session
- d. Kate Hawthorne to offer this as a sponsorship option
- e. Senator Todd would like us to continue to explore captioning
- f. Senator Todd requested that we have an end-of-session analytics report on the

website, and would love to know if we're serving people with different disabilities

- g. Rep. Singer: Joint Technology committee has discussed software options for individuals with visual and audio impairments. There is a Sunset Review Bill on the Colorado Commission on the Deaf and Hard of Hearing. Captioning might be a good solution for them.
- h. Tony clarified that captioning cost is \$84/hour
- i. Action Item: Gavin Dahl has been asked to try to get a copy of the NAPAN document

7. Other Agenda Items:

- a. Hearing to add Scott Nachtrieb to the Board is Wednesday of this coming week (4/1) and he should be approved by April CCAB meeting
 - i. Tony to invite Scott Nachtrieb to the Fundraising Committee Meeting, though he will not participate as a voting member

8. Next meeting date:

- a. April 24th, 12 - 1 pm, no objections

9. Previous Meeting Action Items:

- a. Tony to Email Rep Van Winkle fundraising guidelines (Should be sent to all members of the CCAB)
- b. Kate to explore potential sponsor opportunities with aerospace, and to be aware of any pending legislation
- c. Tony/Kate to ensure that we explore pending legislation and potentially abstain from approaching aerospace and other potential sponsors when/if they have legislation pending currently.
 - a. Add a step to fundraising guidelines that as a last-step, we run pending sponsors by the Board
- d. Letter to be sent to Sen. Todd to review letter written to other cable providers by next board meeting
 - a. Ken to get Century Link contact (Jim Campbell), and will ask a contact at Dish Network. Tim Ryan will do that as well. Senator Holbert may have contact information
- e. John Aden/Tony to follow-up with Sen Holbert Re: Exploring partnerships with education, expanding relationship with high-schools, school boards. Senator Todd: may be able to explore possibilities for concurrent enrollment, and other educational opportunities state-wide.
- f. Tony/Brandon to send out letter to current members explaining how to use channel site. Potentially have letter from the launch that can be repurposed.
 - a. Tony wants us to institutionalize exposure of the Colorado Channel, incorporated into orientation materials they're already getting.
 - b. Rep Singer: also an orientation to Aides and Interns

- c. Sen Todd: Wednesday Lunch and Learns for Aides and Interns by Leg Council. ACTION: Zack to look into
- g. Tony/Brandon to draft letters (not email) to all members with step-by-step guide and orientation materials for new members (including embedding functionality and request for links on their individual websites)
- h. Next meeting: to discuss YouTube streaming of Colorado Channel, Tony/Brandon to report back on workflow shift to incorporate YouTube and additional time needed
- i. Tony to reach back out to Colorado Caption to get updated quote on closed captioning
- j. Send minutes to Ed Krisor by March 6, get back his revisions by March 13. Send minutes and draft agenda for March 27 meeting to Board by March 20.
- k. Tony/Courtney to send out reminders of action items by March 20 at the latest.
- l. Next meeting March 27, no objections ACTION ITEM: Brandon remind Cindi to reserve Room 356

10. Upcoming Action Items:

- a. Zack to find out more information about a Lunch & Learn for legislators - OMF to look for lunch sponsor
- b. Ed Krisor to check guidelines of Amendment 41.
- c. Tony to invite Scott Nachtrieb to the Fundraising Committee Meeting
- d. John (or Cindi) to reserve Room 356
- e. Ken to get Century Link contact (Jim Campbell), and will ask a contact at Dish Network. Tim Ryan will do that as well. Senator Holbert may have contact information
- f. Tony/Brandon/OMF to update so that embedded videos are coming from YouTube for next Legislative Session
- g. Send minutes to Ed Krisor by April 8, get back his revisions by April 15. Send minutes and draft agenda for March 27 meeting to Board by April 17.
- h. Tony/Courtney to send out reminders of action items by April 17 at the latest.