



City of Enid  
401 W. Owen K. Garriott Road  
Enid, Oklahoma 73701  
580-234-0400

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PUBLIC ACCESS TELEVISION BOARD

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NOTICE OF MEETING

Notice is hereby given that the Enid Public Access Television Board will meet in regular session at 4:00 p.m. on the 12th day of June, 2019, in Conference Room B on the second floor of the City Administration Building, located at 401 W. Owen K. Garriott Road, Enid, Oklahoma, and the agenda for said meeting is as follows:

- AGENDA -

PUBLIC ACCESS TELEVISION BOARD

1. CALL TO ORDER/ROLL CALL.
2. CONSIDER APPROVAL OF MINUTES OF THE REGULAR PUBLIC ACCESS TELEVISION BOARD MEETING OF MARCH 13, 2019.
3. DISCUSS AND ELECT A NEW CHAIRPERSON.
4. DISCUSS FUTURE DIRECTION OF ENID TELEVISION NETWORK.
5. DISCUSS PUBLIC ACCESS TELEVISION ADVISORY BOARD ORDINANCE REVISION.
6. DISCUSS SOCIAL MEDIA METRICS.
7. DISCUSS COMMUNICATIONS TESTING OF EMAIL DISTRIBUTION LIST WITH ENID BUZZ.
8. PUBLIC COMMENTS.
9. ADJOURN.

**Public Access Television Advisory Board**

**2.**

**Meeting Date:** 06/12/2019

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**SUBJECT:**

**CONSIDER APPROVAL OF MINUTES OF THE REGULAR PUBLIC ACCESS TELEVISION BOARD MEETING OF MARCH 13, 2019.**

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**Attachments**

Minutes

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MINUTES OF REGULAR MEETING OF  
THE PUBLIC ACCESS TELEVISION BOARD OF THE CITY OF ENID, OKLAHOMA,  
HELD ON THE 13TH DAY OF MARCH 2019

The Public Access Television Board of the City of Enid, County of Garfield, State of Oklahoma, held a regular meeting in Conference Room B of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, at 4:00 P.M. on the 13th day of March 2019, pursuant to notice given by December 14, 2018 to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building of said city, in prominent view and which notice was posted prior to 4:00 P.M. on the 12th day of March 2019.

Present: Jonathan Waddell, City Commissioner, Ex-Officio; Allison Davis; Christopher Sneed; Alex Ford; Tony Weedn; Ramon Nunez

Absent: Dan Beach; Roy Bartnick

Also Present: Jerald Gilbert, City Manager  
Cary Huffhines, Executive Assistant

**CALL TO ORDER/ROLL CALL.**

Meeting was called to order at 4:04 P.M.

**CONSIDER APPROVAL OF MINUTES OF THE REGULAR PUBLIC ACCESS TELEVISION BOARD MEETING OF DECEMBER 12, 2018.**

Motion was made by Allison Davis, seconded by Alex Ford

AYE: City Commissioner, Ex-Officio Jonathan Waddell, Allison Davis, Christopher Sneed, Alex Ford, Tony Weedn, Ramon Nunez

Passed

**DISCUSS PURPOSE AND DUTIES OF THE PUBLIC ACCESS TELEVISION ADVISORY BOARD.**

The board was presented and discussed the City code in Title 11, Chapter 12 that created the Public Access Advisory Board and established the purpose, composition (which currently includes seven members appointed by the Mayor and board of Board of Commissioners, and an ex-officio City Commissioner appointed by the Mayor), and responsibilities of the board, after the City obtained what had previously been known as PEGASYS (now Enid Television Network or ETN); and a discussion was held. Brief discussion was held regarding the original purpose of the board, and function of PEGASYS was discussed. Brief discussion was held regarding accessibility to the public for use of the studio and equipment, and the continued use of separate channels for independently produced content and for staff-produced content. It was determined that the board should present its recommendations for revisions of the Public Access Advisory Board Code to the City Council for consideration at a future study session.

**DISCUSS SOCIAL MEDIA ANALYTICS FOR ETN AND CITY.**

Data was presented that had been collected from all of the media sources that the City is now using for communication, to provide an example of how much of the information is distributed and viewed on different media platforms, such as social media, ETN and the City of Enid web page. Discussion was had about conducting a survey of ETN television viewers to gather information about the engagement and reach of the television programming. Tony Weedn agreed to conduct the brief survey and the City will provide a \$100 gift card(s) for a random drawing from those participating in the survey. Discussion was held regarding the purpose of the current board, returning to a monthly meeting schedule, as directed by ordinance and a proposed special meeting to review ordinance revisions and review the budget to consider possible changes for a future budget cycle.

**DISCUSS FUTURE AGENDA TOPICS.**

No discussion. This item will be added to a future agenda.

**PUBLIC COMMENTS.**

No public comments.

**ADJOURN.**

Due to the time length of the meeting, the board adjourned before finishing all of the items on the agenda. Items that were not discussed will be added to the next meeting.

Motion was made by Alex Ford, seconded by Christopher Sneed

AYE: City Commissioner, Ex-Officio Jonathan Waddell, Allison Davis, Christopher Sneed, Alex Ford, Tony Weedn, Ramon Nunez

Passed

**Public Access Television Advisory Board**

**5.**

**Meeting Date:** 06/12/2019

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**SUBJECT:**

**DISCUSS PUBLIC ACCESS TELEVISION ADVISORY BOARD ORDINANCE REVISION.**

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**Attachments**

Revision

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### 7-12-1: PURPOSE:

The purpose of the ~~government public communications access television~~ advisory board is to provide the residents of the City of Enid with the most current, accurate, and timely information about the City or related to the City. Further, the goal is to promote a positive outlook about the City from its citizenry and encourage feedback. Finally, the citizenry will be well informed and influenced in a favorable way. ~~training and equipment necessary to produce noncommercial, nonprofit, community television programming to be shown on the local public, educational, and governmental access channels. Training, equipment, services and airtime shall be provided to any resident of the city of Enid without regard for their various political, social, economic, religious, or other view or belief. (Ord. 2014-07, 2-10-2014)~~

### 7-12-2: BOARD CREATED:

There is hereby created a board to be known as the government public communications access television advisory board ~~(board).~~ (Ord. 2014-07, 2-10-2014)

### 7-12-3: MEMBERS, QUALIFICATIONS AND COMPENSATION:

#### A. Board Membership:

1. The board shall consist of seven (7) members who shall be appointed by the mayor and board of commissioners.
2. The mayor, at his/her discretion, may also appoint one city commissioner to serve as an ex officio member of the board.
3. The City Manager will appoint a staff member to public relations director shall be the staff liaison to the board.

#### B. Qualifications:

1. All appointees shall be residents of the city of Enid.
2. Applicants shall not be excluded on the basis of the following qualifications; however, applicants with these qualifications shall be preferred:
  - a. Experience in the communications broadcasting field, regardless of specialty whether radio or television.
  - b. Interest and ability in obtaining financial support for public communicationstelevision.
  - c. Experience in government and/or government communicationsaccess television.
  - d. Experience in education and/or educational communicationsaccess television.
  - e. Experience in public communications programming and needs.

f. Knowledge or experience in the field of information technology. (Ord. 2014-07, 2-10-2014)

**7-12-4: TERMS AND VACANCIES:**

A. Terms:

1. The initial filling of vacancies shall be made in such a way that two (2) members' terms shall expire in 2015; two (2) members' terms shall expire in 2016; and three (3) members' terms shall expire in 2017.
2. After the initial filling of vacancies, the term of each member shall be three (3) years.
3. Every member's term shall expire on June 30 of the appropriate year.
4. No member shall serve more than two (2) terms in succession, nor shall any member serve more than three (3) total terms cumulatively.

B. Vacancies: Vacancies which occur prior to the end of the term of the appointment shall be filled by an appointee of the mayor and board of commissioners for the remainder of the term. Partial terms shall not be considered in determining the term limit. (Ord. 2014-07, 2-10-2014)

**7-12-5: POWERS AND DUTIES OF THE BOARD:**

A. The board shall be advisory in nature and shall have only the following enumerated powers:

1. Fundraising; and
2. Prohibit certain ~~communications~~broadcasts, including and limited only to the following:
  - a. Obscenity: Obscenity, as determined by using the test below, shall be prohibited at all times.
    - (1) An average person, applying contemporary community standards, would find that the material, as a whole, appeals to the prurient interest.
    - (2) The material depicts or describes, in a patently offensive way, sexual conduct specifically defined by applicable law.
    - (3) The material, taken as a whole, lacks serious literary, artistic, political or scientific value.

b. Indecent Programming: Programming that involves patently offensive sexual or excretory material that does not rise to the level of obscenity shall be prohibited. ~~between the hours of six o'clock (6:00) A.M. and ten o'clock (10:00) P.M.~~

c. Profanity: Programming that includes language which is so grossly offensive to members of the public who actually hear it as to amount to a nuisance shall be prohibited. ~~between the hours of six o'clock (6:00) A.M. and ten o'clock (10:00) P.M.~~

B. Duties: Duties of the board shall include, but not be limited to:

1. Keep the mayor and board of commissioners informed on all communications ~~PEG~~-related matters; and

2. Make recommendations to the mayor and board of commissioners to further improve government ~~PEG~~ programming; and

3. Make recommendations to the mayor and board of commissioners regarding relevant emerging technologies and other communications ~~broadcast~~ options; and

4. To promote and develop with staff the optimal communications strategy and plan ~~utilization of the PEG system~~; and

5. Promote community outreach; and

6. Provide a forum for citizen recommendations and concerns with regard to use of facilities, programming and other related issues; and

7. Provide the opportunity and technical means for individuals, institutions and organizations to learn and provide a marketplace for an exchange of ideas in the community; and

8. Foster innovative uses of the government media and communication ~~PEG platforms~~ channels;

and

~~9. Promote collaboration and support for community television that will generate an ongoing commitment to providing the resources necessary for quality community television; and~~

~~10. Review and remove or reschedule programming prohibited material. (Ord. 2014-07, 2-10-2014)~~

#### **7-12-6: OFFICERS AND MEETINGS:**

A. Officers: The board shall elect a chairman ~~and secretary~~ from its membership. These officers shall serve for the remainder of their term of appointment.

B. Meetings:



1. The board is subject to the Oklahoma open meeting act.
2. A simple majority of the board shall constitute a quorum for the transaction of business.
3. The board shall hold regular ~~monthly~~quarterly meetings at such times as it may determine. Special meetings may also be held as called by the chairman.
4. The board shall have the authority, within the limits of local, state and federal law, to make its own rules and regulations for the purpose of conducting its business and meetings. (Ord. 2014-07, 2-10-2014)