

Meeting Minutes
Cable Television Advisory Committee
DPW&P Building, 50 Familia Way, formerly Skyline Dr Worcester, MA
October 5, 2022 – 6:00pm
Approved November 9, 2022

The meeting will be held in person, but you may choose to participate remotely. Remote participation is through WebEx:

- *To join meeting online using WebEx platform:*
 - go to www.webex.com
 - click the "join" button on the top right side of the screen
 - enter the meeting ID, 160 794 8474
- *To attend via phone:*
 - call 1-415-655-0001
 - enter the access code: 160 794 8474

1. Call meeting to order

6:15pm

2. Roll Call

Present: Sergio Bacelis, John Keough, Jeff Levering, Steve Quist; Judith Warren (Director, Cable Services Division)

3. Approval of minutes from September 7, and September 21, 2022

Moved: Levering; Seconded: Quist; Roll Call (4 Yes, 0 No)

4. Survey Update (Esther Campbell, ETC)

Final version received, to be reviewed and approved. Will be administered in two languages (English and Spanish)

5. Has Cover Letter been approved and transmitted (Warren)

Yes, letter has been drafted and no changes were made.

6. Review Ascertainment Consultant Examples, References, Decision to Recommend (All)

Committee members reviewed submissions from Buske Group, which met board's expectations overall. Board members' discussions with other organizations that have worked with the Buske Group found Buske was extremely favorable to work with.

Motion: Recommend Buske Group as Ascertainment Consultant to City of Worcester. Moved: Levering; Seconded: Quist; Roll Call (4 Yes, 0 No)

7. Status/Review/Modify Updated Timeline (Levering)

8. Contract Comparison Review Update (Keough)

Planned for December

9. Committee Membership Update (Warren)

CAC interviewed a new member who should be joining in November

10. Next Meeting – November 9, 6:00pm

Confirmed

11. Adjournment

6:43

Moved: Levering; Seconded: Quist; Roll Call (4 Yes, 0 No)