

**City of Milpitas  
Approved Minutes  
Telecommunications Commission  
May 21, 2012**

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**I. Call to Order & Roll Call:**

Vice Chair D. Gupta called the meeting to order.

Members Present: D. Gupta, W. Lam, N. Gupta,  
K. Bohan, D. Lax, H. Tran, I. Munir, E. Bautista

I.S. Staff: B. Marion, E. Pasion

City Council: A. Polanski

Members Absent: A. Alcorn, S. Singh

**II. Pledge of Allegiance:**

The members of the Commission recited the Pledge of Allegiance.

**III. Announcements:**

Earlier this month Commissioner Thai Pham moved to a new residence in San Jose. He has since resigned from the commission. At the May 15 City Council meeting a new appointment was made to the commission. Mr. Ernesto Bautista was selected to serve as alternate on the telecom commission.

**IV. Approval of the Agenda:**

Motion to approve the agenda as submitted.

M/S                      N. Gupta / H. Tran                      Ayes: 8

**V. Approval of the Minutes:**

Motion to approve the April 16 minutes as submitted.

M/S                      N. Gupta / D. Lax                      Ayes: 8

**VI. Citizen's Forum:**

No comments were made for the record.

**VII. New and Continued Business:**

1. Milpitas Commissions MCTV 26

Vice Chair D. Gupta added that MCTV has invited any of the city's commissions to create programming for the city's cable access channel.

Commissioner Deb Lax reported on a proposed video project involving MCTV26 and the city's various city commissions would make a video segment highlighting what events and programs that are being conducted and letting the Milpitas community be made aware of the activities that are being offered by to area residents.

There have been interests from the city's emergency preparedness commission is very interested in developing a segment in for MCTV.

The commission also added that it would develop an introduction segment that would showcase what other commissions can do to get further interests in the

Commissioner Lax reported that it would be a monthly segment that would be produced.

The commissioner suggested that a subcommittee would be the next step to do a brainstorming meeting. Commissioner Lax would schedule a meeting with N. Gupta and W. Lam would work with MCTV group.

Motion to note, receipt and file.

M/S                      N. Gupta / D. Lax                      Ayes: 8

2. April 2012 Information Services Report

Staff provided a summary of the activities from the Information Services Department for the month of April 2012.

MCTV 26 equipment replacement and wiring work in the to the committee conference room for potential

use for cable television coverage in the committee conference room are.

Staff also reported that it has been reviewing alternatives to webcast hosting capabilities within the city. The current webcasting services have been provided through an outside third party service. The plan will be to bring the service in-house at significant cost savings to the city.

Staff reported that the city's telephone project is in progress and are reviewing specifications in developing a bid document that will be made for response. The goal will be able to release a RFP document by the end of June. The net work mgr will provide an update at the June 18 meeting.

Applications with the city's building department with its online plans submissions is nearing completion. Currently, the application is testing file size and the quantity of items and other associated issues of concern. Permit determination and applications status will determine the needs of a single application. The issuance of a permit and associated fees will also be configured into the final application. The roll out is planned for July 1, 2012.

The fire department and paramedics has been testing patient care reporting software that will be used with associated medical and hospital reporting information for data generation. It is part of the EPCR program for the Santa Clara County.

Vice Chair D. Gupta asked about the city's website and its increased activity. Staff noted that it was due to the increased use of online registration for recreation classes and the increased use of seeking information and services from the city. Staff added its goal was to minimize the number of clicks throughout the city's webpage to aide in the search of finding online information.

Staff added the in the coming months each of the managers in the information services department will be providing updates and reports to the monthly telecom commission meetings. The commission will

be updated on the VOIP telephone project as well. Beyond that, the city manager will appoint an acting manager to oversee the information services duties and responsibilities.

Motion to note receipt and file:

M/S                      N. Gupta / D. Lax                      Ayes: 8

### 3. City Hall AV Update

Staff provided an update involving the Milpitas City Hall audio visual equipment upgrade.

Staff presented a draft presentation that will be used for training for future users to the new meeting conference rooms. The presentation provided and inventory summary of all the conference rooms and the new equipment being installed in each room.

The current schedule has two conference rooms being remodeled over a two week schedule. Once completed staff will then review the punch list for the conference rooms and find any outstanding issues and then move to the next two conference rooms. In all, there are nine conference rooms and the city council chambers at city hall.

Staff also added that the proposed Wowza streaming server concept that would allow for MCTV to create a standalone streaming services that would be used for MCTV26 programming. The product will streaming and provides video on demand files. The streaming encoder will transcode the stream for all various devices and broadens the number of players currently being officered.

Staff would provide a demo to all the equipment.

Motion to note receipt and file:

M/S                      N. Gupta / H. Tran                      Ayes: 8

### 4. Round Table Discussion

Kurt Bohan asked if Silicon Valley Unwired free WiFi had a substantial signal to be received within a residence. Commissioner Tran noted that the service had enough bandwidth to support multiple users at one time with minimal speed loss.

Vice Chair D. Gupta was planning a final farewell gathering for retiring Milpitas director of information technology Bill Marion. He would like the commission to decide where they would like to host a dinner party. The commissioners agreed to have the gather at Giorgio's restaurant after the June 18 telecom commission meeting.

**VIII. Adjournment of Meeting:**

Meeting adjourned to Monday, June 18, 2012.