

Council Chambers / School Board Room ^{PW122804-03}

Audio / Video Update

December 21, 2004

- **Current Issues**

- Slide Projector is not working. Projector has been sent back to manufacturer for repair or replacement. The manufacturer told KT Connections it would be 2 to 3 weeks. Because of the holidays, we estimate this will be the second week of January, 2005.
- On one (1) occasion our system dropped the video signal to the recorders. Doug and Rodell have spent a considerable amount of time trying to duplicate the exact sequence leading up to the dropped signal. As of today, we, along with technicians from KT Connections have not been able to track down the problem. We will be logging all video switching commands to try and determine if the problem is a programming or a hardware issue.
- Growth Management has chosen to not use the projector to this point. Marcia told us it didn't work. Every time Doug and I went in to check the projector, we couldn't get it to fail, until recently. That's when we sent it in for repairs.
- Sam Kooiker has received complaints from constituents saying the video goes black. Other than the November 15, 2004 Council Meeting when we did lose the video signal, (explained above) the reason for the video going black is when Growth Management uses the side screen to show slides. Marcia requests that the room lighting be turned off or down so the slides can be seen. When the lights are turned off there isn't enough light for the cameras to pick up anything. To resolve this situation, Marcia needs to use the slide projector (when it's repaired) or not have the room lights turned off.

- **FiberCom / MidContinent**

- It has been stated that FiberCom may be having problems regarding the airing of City Council Meetings. At this time, all bugs regarding the direct feed from the audio/video equipment have been corrected and the direct feed going to the FiberCom computers is working without flaws. You may see slightly more or less of the meeting depending on how the meeting is edited. FiberCom does their own editing and the City is not involved in that process.
- The MidContinent feed is edited by the City Fire Department staff at the RC Fire Station. They edit the tape that is given them and may delete or add items such as headers or footers at the beginning, end or during executive sessions. This is the only difference between what one might see if watching both broadcasts. If the video should go dark during a meeting, it will be exactly the same on the other cable station.
- With the installation of the new equipment and some programming changes (which will be done in January), the technician running the a/v equipment will begin, pause and end each meeting. The recording will go to a DVD that will be delivered to the Fire Station for broadcast on MidContinent and to the direct FiberCom feed for broadcast on FiberCom. The technician will be able to control all recording equipment from a single set of controls. This will eliminate the possibility of the recordings being different due to operator error.