

WORK SESSION MINUTES – WEDNESDAY, MARCH 16, 2022

STATE OF KANSAS)
) SS
CITY OF KANSAS CITY)

The Board of Public Utilities of Kansas City, Kansas (aka BPU, We, Us, Our) met in Work Session on Wednesday, March 16, 2022 at 5:00 P.M. The following Board Members were present: Mary Gonzales, President; Rose Mulvany Henry, Vice President; Thomas Groneman, Secretary; Robert L. Milan, Jeff Bryant, and David Haley.

Also present: William Johnson, General Manager; Angela Lawson, Deputy Chief Counsel; Lori Austin, Chief Financial Officer/Chief Administrative Officer; Johnetta Hinson, Executive Director Customer Service; Jeremy Ash, Executive Director Electric Operations; Jerin Purtee, Executive Director Electric Supply; Steve Green, Executive Director Water Operations; Dong Quach, Executive Director Electric Production; Maurice Moss, Executive Director Corporate Compliance; Jerry Sullivan, Chief Information Officer; Robert Kamp, IT Project Manager; Phillip Brown, Senior Civil Engineer; Dennis Dumovich, Director Human Resources; Brian Laverack, Director of Network Operations; Richard Mena, Supervisor Desktop Support; and, Patrice Townsend, Director Utility Services.

A tape of this meeting is on file at the Board of Public Utilities.

Ms. Gonzales called the meeting to order at 5:00 P.M.

Roll call was taken, all Board Members were present, except Mr. Haley, who joined the meeting via phone at 5:02 P.M.

Item #3 – Approval of Agenda

A motion was made to approve the Agenda by Mr. Bryant, seconded by Mr. Milan, and unanimously carried.

Item #4 – Board Update/GM Update

Mr. Johnson said he was still preparing his report on the conferences he had attended. He also reported that he would be attending an upcoming meeting with the Unified Government’s (UG) Economic Development Study Committee. He was still waiting for word on the Efficiency Committee.

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Item #5 – Board Comments on Cold Weather Rule (For Committee Review)

Mr. Johnson asked if there were any Board comments regarding the Cold Weather rule before the Policy Committee met on April 6th.

Ms. Mulvany Henry wondered what the financial impact could look like if the rule was changed to 35 degrees. She included comments about the significant difference that could occur within 24 hours and 48 hours and that the temperatures we had in the month of March, dropped into the teens, making it necessary to do something. Her recommendation would be to raise it to 35 degrees.

Mr. Bryant’s concern was the wording, “if the temperature rose above...”, instead of “fall below...”. He was more worried about the low versus the high.

Ms. Gonzales spoke about the customers responsibility in making arrangements. The temperature, time of year and verbiage were all important topics that needed to be taken into consideration.

Mr. Bryant told Mr. Haley to send his comments to Mr. Johnson so that the committee could have them for their meeting.

Mr. Groneman would like to see what other utilities were doing.

Mr. Bryant included that this meeting would be the first and that there would need to be more than one.

Mr. Johnson clarified that they would only be meeting about paragraph nine in the Customer Service policy, regarding the Cold Weather Rule.

Mr. Bryant, requested printed copies of the Cold Weather Rule presentation be available for the committee meeting.

Ms. Lawson said that if any Board member, not on the committee, was planning on attending to let staff know ahead of time so that the proper notices could be sent out.

Ms. Mulvany Henry asked if the Medical Device Policy would be discussed.

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After discussion it was determined that the Cold Weather Rule would be the only topic.

It was also noted that the Medical Device Program was not a policy. It could be addressed at a future Work Session whether to make it a policy or keep it as a program.

Mr. Johnson said that current medical devices were listed on the BPU.com website.

Item #6 – Audio/Video Streaming of Board Meetings

Mr. Jerry Sullivan, Chief Information Officer and Mr. Brian Laverack, Director of Network Operations, did a follow-up presentation and discussed options available in regards to providing Audio/Video streaming of Board meetings. (See attached PowerPoint.)

Key topics of discussion were, possible processes for invited speakers or someone wanting to make a public comment; having speakers register in advance, making sure speakers knew the process when we moved back to live meetings; and that signage would also be important.

Mr. Laverack responded to comments and questions from the Board.

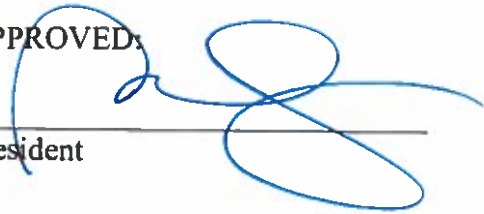
Item #6 – Adjourn

A motion was made to adjourn the Work Session at 6:00 P.M. by Mr. Bryant, seconded by Mr. Milan and carried unanimously.

ATTEST:


Secretary

APPROVED:


Acting President

Audio/Video Streaming of Board Meetings

Follow up from March 2 Meeting

Wednesday, March 16, 2022

Work Session
Jerry Sullivan
Brian Laverack





Topics

1. Summary of last meeting, and our direction
2. Addressing the questions surrounding both audio and video
3. Schematic of the proposed process
4. Consensus on new recording approach and process



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Review of Streaming / Audio Options



From our March 2, Meeting.



Option 1: Enhance *existing* audio quality and controls.

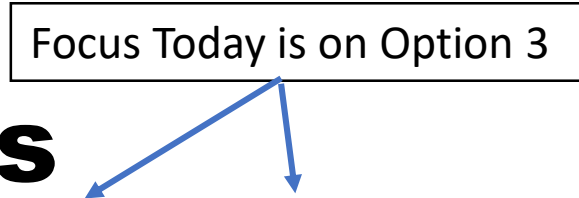


Option 2: Add *one camera* for video recording of Board Members in *one group* at the table.



Option 3: Add *two cameras* to capture the Board Members at the table as a group, and the speaker at the lectern.

Focus Today is on Option 3



Summary of Options

	Current State	Option 1	Option 2	Option 3	1st floor conf room
Audio recorded today for meeting minutes creation	X	X	X	X	
Meeting minutes and presented materials available on BPU.com	X	X	X	X	
Enhance audio quality and controls		X	X	X	
Posting full audio recording on BPU.com		X	X	X	X
Video camera focused on board table			X	X	X
Video camera focused on lectern				X	
Posting full video recording on BPU.com			X	X	X



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Addressing the Questions

1 of 2 pages

- 1. Regulatory requirements:**
 - Unedited audio/video made available on BPU.com
 - Host for 2 years
- 2. Video storage:**
 - Sufficient storage exists on BPU.com
- 3. Delay of video:**
 - Not an option with Zoom
- 4. Security of audio/video files:**
 - Hosted on highly secure website protected by firewall and other network security tools

Addressing the Questions

2 of 2

5. **Process for registering speakers:**

- Guest speakers register online 48 hour prior to include name of guest, contact info and topic
- Includes invited guests
- And guests making public comments

6. **Visitor privacy:**

- None should be expected
- Visitors will sign in
- Sign in sheet to include reminder of audio/video and not to expect privacy



Questions on Cost

- **Board Room Audio and 2 Cameras**

- Enhanced microphone placement and control: \$ 5k
- One additional 4K pan and zoom camera \$ 3k
- One additional 4K fixed zoom camera \$ 3k
- Other parts and labor \$ 2k

Total \$13k

- **1st floor conf room** audio/visual capability for BPU operations and Board.

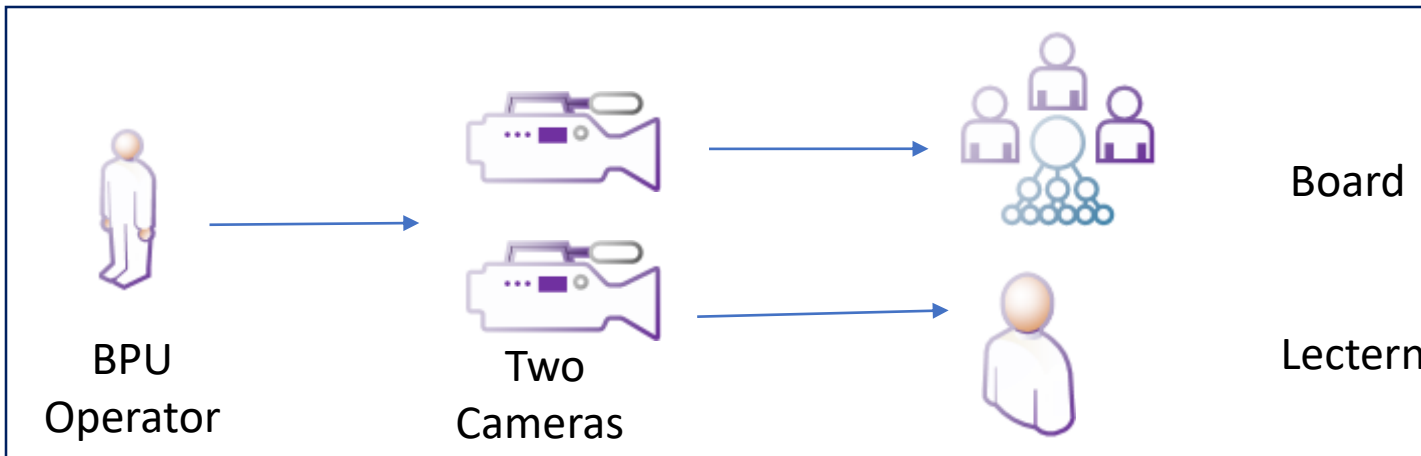
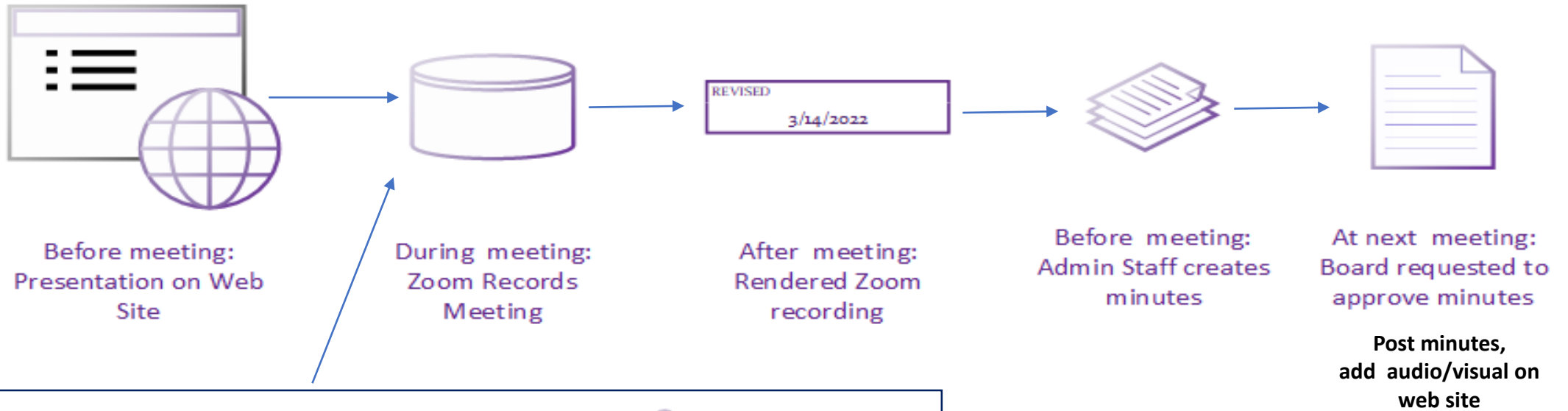
Total \$3 – 5k



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1. Summary of last meeting, and our direction
2. Addressing the questions surrounding both audio and video
- 3. Schematic of the proposed process**
4. Consensus on new recording approach and process

Schematic of Proposed Process





Topics

1. Summary of last meeting, and our direction
2. Addressing the questions surrounding both audio and video
3. Schematic of the proposed process
4. Consensus on new recording approach and process *including Guest Registration*



Benchmarking - Orlando Utilities Commission (OUC)

- "If you would like to provide comments via WebEx, please fill out the [speaker request form](#). (see right image)
- Public comments may also be submitted in advance of the meeting to publiccomments@ouc.com. In order to be provided to Commissioners, public comments emails must be sent no later than 1:00 p.m. on March 8. Please limit comments to 500 words."

OUC requires this form to inquire about the subject, how they will attend, who they are, and IF they are a customer. 3 minutes are allowed. The meetings are held once monthly, video is recorded but not posted.

OUC Speaker Request Form

(OUC)

Thank you for your interest in OUC and for attending today's Commission Meeting.

If you wish to speak during the meeting, please fill out the request form below. (*Required fields)

Groups may wish to consider appointing one person to speak on behalf of the group. A 3-minute time limit is set.

First Name

Last Name

Street Address

Street Address 2

City

State

Zip Code

Email

Phone Number

Please enter 10-digit phone number without dashes (ex. 5555555555).

OUC customer? Yes
(You do not have to be an OUC customer to present information) No

How will you attend the Commission Meeting? In-Person
 WebEx

This subject is related to the Meeting Agenda under Affirmative Items
 General Appearances
(Choose applicable option):



Benchmarking - Long Island Power Authority (LIPA)

Registration for The Board of Trustees Meeting on Wednesday March 30th, 2021

"Board Meeting on March 30, 2022 at 11 AM:

- Information you provide when registering will be shared with the [account owner](#) and host and can be used and shared by them in accordance with their Terms and Privacy Policy."

Topic Board of Trustees Meeting for March 30, 2022

Time Mar 30, 2022 11:00 AM in Eastern Time (US and Canada)

* Required information

First Name *

Last Name *

Email Address *

Confirm Email Address *

Phone *

Organization / Affiliation

Agenda Topic

Questions & Comments

For the monthly Board Meeting, LIPA requests the registration to 1) notify Board and LIPA General Manager what topics are being discussed, and how to contact and follow-up with the speakers.



Benchmarking - LA Dept of Water & Power (LADWP)

- "To provide public comment, call the dedicated public comment line: (213) 306-3065 and enter access code 24914195147#. The public comment phone line will be accessible starting at 9:45 a.m. The eComment period opens at 10:00 a.m. on the Saturday before the scheduled Board meeting, and will close on the Monday before the meeting at 6:00 p.m. Prior to the Board meeting, the eComments will be exported into a report and provided to the members of the Board and General Manager.

To provide public comment, call the dedicated public comment line: (213) 306-3065 and enter access code 24914195147#. The public comment phone line will be accessible starting at 9:45 a.m.

To submit a comment electronically, click on the eComment button below.

[eComment](#)



Recommendation

- Installation of enhanced audio
- Installation of 2 video cameras
- Approximately \$13,000
- Timeframe: Approximately 60 – 70 days from issuing the purchase orders
- Decision on 1st floor conference room is forthcoming



Questions