

KBOO Monthly Engineering Committee Agenda

Wednesday July 5th 2017 7PM Studio One

Welcome and Introductions – Hand around the **Contact sheet**. You are appreciated ones. Please let us know how we can contact you.

Facilitator – Tom Hood

Minutes - Gil Cardon

Attendees - Tom, Mike J., Marc, Robert, Arthur, Natasha, Jenka, Gil

Meeting Guidelines -

- 1) Take care of yourself
- 2) Step back, make room for all to have a say
- 3) Step forward, share your perspective
- 4) Say what you need to say without humiliating anyone
- 5) Don't make assumptions, ask for clarification.
- 6) Turn off your phone or put it on vibrate if you're expecting an important call.
- 7) Raise your hand to contribute and wait to be acknowledged by the facilitator
- 8) Use "I" Statements, speak from your own experience.
- 9) Keep a person's information you learn here confidential unless you have asked them.
- 10) Expect mistakes but be accountable and stay committed (to each relationship and to the work)
- 11) Upholding these meeting guidelines is everybody's business (not only the facilitator's). If you think a meeting guideline is not being upheld please use the process check sign and ask for a discussion of this. Process check jumps to the front of the line/cue and interrupts the discussion.

Agenda -

Good in the Hood Debrief – All went good in the hood with the live remote broadcast. It was very hot, over 100 degrees, but technically it went well using 4G LTE. Jenka was glad that we were in the parade, although there was a general sense of nervousness amongst the crowd. Security was tight.

Next time we should ask what time we should be there, we need to make sure we have a non-corporate branded tent, and we need to ask for a parking pass. Also we need to use power, and not a generator.

Blues Fest Debrief – The CenturyLink ethernet didn't work for us. Phil helped us get a microwave link from Larry Holtz at All Classical, which helped us broadcast great sounds for the entire Blues Fest. We were getting 30 up/30 down. We would like to Grandfather this idea in for future. Recommend building a relationship with APCM for future remote broadcasts from the waterfront. There were some issues going between Air Room and BF booth regarding communications, announcements, and underwriting. We should have a CD ready in certain cases. Jenka recommends having an iPod available to use.

We need to figure out archiving process after live remotes, so make sure the laptop is cleared out for future remotes. Marc went out and got a new hard drive. Marc would like to go in and clean up and edit audio tracks from Blues Fest.

Tom and Robert came back to the station after hours and set up a new mount; we need to increase our

Linode capacity; we maxed out at 450 yesterday (July 4th).

Blues Fest Remote Gear – There is a bunch of gear in Studio 1. Mark will help tomorrow to get it all re-packed for Cathedral Park Jazz Fest

Cathedral Park Jazz Festival Remote – It's just a single stage, so should be simple; Tommy is not sure who will handle the Jazz Fest live remote yet, he will check with Ani

Albina Jazz Festival – August 12-13. We will do a web-only stream, but we'll need a crew. It will be on one stage.

EAS Test – we need to look ahead on dates, and try to manage them away from peak traffic times. Multi-tests are every other month. Derric knows how to get to SAGE box to delay. Best to run it in-between programs at the top of the hour. There are no legal requirements to run tests Maybe Mike can help with our SAGE box.

Tim (Diablo) – Worried about capacitors. Wondering if we can do calibration for P1 consoles. Tom is thinking about off-peak late summertime. Tim also wonders if there is a chance someone could look at the P1 telos phone lines this evening? Tim has been working with publicists to arrange interviews with Prince's band, "The Revolution" next week and the using both phone lines in there still wasn't working the last few times he tried. Mike says that the second telos hasn't worked in about 5 years, and it may be caused by a wiring issue.

Hood River Trip - Team will plan a trip to go check out transmitter at Hood River, some time before winter time.

Time Off request for Tom in July – Tom will be away in San Diego to surprise my son, Brandon, for his 30th birthday! Will need Engineering coverage from July 14th – July 21st.

Phil Biehl Report – Main STL: the Ubiquiti Rocket 5GHz microwave dishes have been installed at Stonehenge and at the studio. It has been operating flawlessly for two weeks now. So far, it looks like the link is operating flawlessly. We have not moved the Big Pipe CODECs over to the new STL as we have been letting them cook for a time before trusting it. We are still operating on the backup STL, the 950MHz radio. The plan is to go ahead with the switchover after Blues Fest and operate with the new system as the main STL with the 950 remaining as backup.

Mike wonders if we checked the CD links when we did the tower climb.

Transmitter HVAC – Transmitter outside air blower thermostat has been replaced. So far, so good.

Transmitter Remote Control – Working on making modifications to the transmitter site remote control to send out alarm emails. Was this working before? Tom's plan is to have emails sent to the engineer@kboo.fm account. We will talk to Phil regarding configuration.

Next Engineering Committee meeting: Wednesday August 2nd, 2017, Studio One 7PM