

Program Advisory Committee Meeting Agenda

November 12, 2019

Present: Althea Billings, Erin Yanke, Tammy Habteyes, Roger Warner, Sarah Farahat

Facilitator: Tammy Habteyes

Note taker: Althea Billings

Introductions

Meeting Guidelines

Staff Reports

Board Report

Staff Reports

Althea- PM News

- First Anchoring class taught this evening, introducing more classes back into schedule
- Success in getting 1-2 in-house produced pieces in every newscast
- Produced pieces on Facebook
- Working on filling out the schedule again after some regular folks got jobs/moved their lives around
- 2020 Election coverage:
 - Preempted day in January to de-brief the past 4 years. What was actually important that may have gotten lost in the daily shuffle? What tangible impacts have we seen develop (eg. environmental policy)? What has impacted us here in Portland? The idea being, get on the same page so we can all have the same conversation about 2020
 - Each month leading up to the election, starting in January, could have its own policy area theme. For news, that could mean one NID guest per week related to that topic. Examples: Healthcare, women, LGBTQ issues, foreign policy, environment, white nationalism, labor, immigration, etc.
 - Other ideas?
 - Roger: How is immigration impacting agricultural output as a state/ economics of agriculture in the state? Asking Spanish language hosts; thinking about Christmas tree farming
 - Sarah: Police and prison issues as a topic, spotlight education; littler presidential debate are more substantive
 - Erin: could just spend January catching up in addition to the preempted day, start teasing the different themes, set the stage.
 - Roger: 2020 Talks is ending in February, what do we play after?
 - Tammy: focus on the local stuff too! Burgerville Union, Little Big Burger, Fred Meyer

- Sarah: Pairing local and national focus on each theme. Relate back to Portland/Oregon
- Year in Review matching up with the Winter Drive
 - Use News in Depth slots to spotlight some of the most interesting and successful interviews
 - Not a re-broadcast but a spotlight on what we're proud of.

Tammy- Public Affairs

- Rural Organizing Project new programming third wed of each month, starts 20th, 6-6:30
 - New person to be the board op for it
- Looking for spots to put things about impeachment, maybe Radiozine spots?
- If Althea has longer stuff it can go in Radiozine (Christine Kramar interview)
- Claire R has a program proposal -- unclear what it will be about
- Suzanne wants to do things for Radiozine, hasn't been in communication
- Tammy is legit!!! (official PA Director)
- Nov. 28th is Genocide Cover up Day (maybe workshop the name?) What should we do for programming that day?
 - Conch has people to be interviewed, Jaq is part of planning
 - What is the emergency audio? Audioport?
 - Keep Dem Now and Talk Show, so 9-12 then 4-6 potentially could be preempted. Dem Now in the afternoon is a backup, definitely no News
 - 6-8 is already Native Programming
 - Potentially archival stuff too
 - Native Voice One may have special programming

Erin- other

- Staffing Changes
 - Will it ever end? At least we're in a good place now. Jenna Yokoyama and Celeste Carey are sharing the station manager job through at least March, and we have hired a new Public Affairs Director: Tammy Habteyes
 - The Development Director hiring process will start again. Alison's last day is Friday.
- Marla Davis Fund
 - Work has begun! Tammy Habteyes stepped down from the organizer, as she has taken on the public affairs director position, so Celina Flores will be the organizer. We hired 6 people to do interviews, and Celina is contacting the interview subjects
 - Fund is not totally depleted, there is more money for other projects
 - Could end up being a podcast, but until the interviews are done its format is unclear
- Other
 - Started some small purging of the music library. Will put the discarded CDs into the book and record sale (Now Dec 21st at the Next).

- Joe Azavedo suspended for a month for swears
- Went to a workplace integrity training in Chicago about setting up environments of respect and inclusion in a newsroom. Did a short training with Althea about what I learned
- Went to “Communicating about White Nationalism” training hosted by the Western States Center and University of Oregon. Great information about how to cover the actions of white nationalists without amplifying their message.
- Helping “Next Up” with a podcast (formerly The Bus Project)-- re: college students voting
- It’s been awhile since we did any listening evaluation of programming (years) but we would like to re-introduce that at some point
 - Very labor intensive
- Survey that went out to programmers, went over it last meeting, but haven’t discussed what is actionable about that information. (next meeting)

Board Report

- Re-build, re-stabilize, committees have been signed up for
- Emma will potentially fill in when Sarah can’t make it
- Work out a response to Pacific Underground’s boycott
 - Erin: Jenna had been in communication with them before the transition. Falls under the principled dissent part of the volunteer agreement, not related to Programming Committee-- related to the POC Caucus demands
- Next meeting: Make a plan for next year! Specify the “how” of how to meet our strategic goals, Election will probably dominate the plan

Next meeting- December 10, 2019, 6pm

Adjourned:

PROGRAM ADVISORY COMMITTEE (PAC)* RESPONSIBILITIES

Programming Task Breakdown

A. The Program Director, Public Affairs Director and News Director (called Program Staff for the rest of this document) can take these actions: 1. develop new programming 2. fill attrition slots: in cases of no format change, no consultation with the Program Advisory Committee (PAC) is required 3. fill attrition slots: if there is a format change, Program Staff should seek advice and recommendations from the PAC 4. change existing programming, after seeking advice and recommendations of the PAC 5. develop overall standards for broadcast and podcast 6. shape yearly goals for programming 7. revise programmer rights and responsibilities document as needed 8. suspend programmers for not fulfilling on-air responsibilities laid out in the Programmer Contract 9. any other items listed in the current job descriptions.

B. The Program Staff works through the PAC to: 1. provide active leadership of the PAC 2. shape yearly goals for PAC 3. ascertain community needs in a pro-active and mission-driven way on a regular basis 4. evaluate broadcast and podcast programming quality on a regular basis 5. report all programming changes to the PAC

C. PAC is responsible for: 1. assisting Program Staff in shaping all policy items listed in Section B above 2. working with the Program Staff to solicit input from community 3. working with the Program Staff to meet yearly PAC goals 4. serving as the Community Advisory Board to ascertain community needs 5. serving as a work group to assist Program Staff in all areas as needed Policy #6 Proposed Revision 2

D. Committee makeup: 1. Committee is self appointed (any KBOO Foundation member who attends three meetings in a row and who agrees to fulfill responsibilities can become a voting member). 2. The board has the option to appoint a maximum of five (5) individuals from underrepresented groups at any time. The appointees will have immediate voting rights. 3. . The Program Staff, as well as at least one (1) and no more than two (2) members of the board, shall all be voting members of the committee. 4. The committee is open to new membership any time. 5. Any member who misses three (3) meetings in a row, or consistently does not fulfill PAC responsibilities, shall be removed as a voting member, per KBOO Bylaws Article VIII, Section 5. 6. Members appointed by the board under Sections D. 2. and D. 3. above will be reappointed by the board annually. *The "Program Advisory Committee" or "PAC" is the commonly used name of the "Program Committee" referenced in KBOO Bylaws Article XIII, Section 4a.

Approved by the Board 5/14/84 As Amended 10/85 As amended by the Board of Directors
1/23/07