

Presentation on Video Streaming and Board Room Equipment



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&

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Board Room System & Video Services



- Review Activities to Date
- Board Room Equipment and Meeting Management Software
- Video Services Study Review
 - ✦ Review of Findings
- Demonstration
- Rules Committee Recommendation
- Board Action
- Next Steps
- Questions

Activities to Date



- Issue of airing Board Meetings live referred to staff for study and to the Rules Committee for evaluation in late fall 2014
- Staff completed a comprehensive review of surrounding jurisdictions video production efforts including video streaming and cable distribution
- Rules Committee met in early December and considered the study completed by staff
- On January 20, 2015 the Rules Committee met and recommended unanimously to bring the issue of streaming with a recommendation to implement to the full Board on February 11, 2015.

Project Summary



Components

- I. Board Room Equipment Replacement
- II. Meeting Management Software
- III. Video Services



I. Board Room System



- Board Room Equipment (Phase I.)
 - Controllers
 - Audio System
 - Installation Services
 - Total Phase 1 = \$130,000 (Approved)
- Board Room Equipment (Phase II.)

- Lighting
- Displays and Equipment
- Installation



- Total Phase 2 One-Time Costs = \$54,000 (Under Consideration)



Board Room System and Equipment



II. Meeting Management Software



- December 2014 - Finance Committee and subsequently the Board adopted a mid-year transfer to include Phase I of the Board Room system replacement (controllers, audio) and Board Meeting Management Software (Granicus)
- New System replaces a system that is no longer supported and provides residents improved access to agendas, minutes, and meeting packages
- Provides a platform for video streaming and video hosting



III. Video Services Study



STUDY OF SURROUNDING JURISDICTIONS

	Goochland	Chesterfield	Ashland	Henrico	Caroline	New Kent
Population	21,626	327,745	7,287	316,973	29,298	19,507
Method of Video Broadcast						
web streaming live	Y	Y	Y	Y	N	N
web streaming rebroadcast	Y	Y	Y	Y	Y	N
cable	N	Y	Y	N	Y	Y
System to manage video						
video	wirecast (\$5,000 one time)	granicus	granicus	granicus	onstream	NA
meeting management	IQM2	granicus	granicus	granicus	none	none
Coordinate with Schools	no	no	NA	no	no	no
Annual cost	\$0 (IQM2 = \$5,000)	\$21,000	\$11,000	\$21,000	\$6300 offset by \$5400 revenue	NA
Video management staffing						
	one - added responsibility	one - tv production two - added responsibility	two - added responsibility	three - tv production	one - added responsibility one - contract services	one - added responsibility
Level of service						
Board Business	Y	Y	Y	Y	Y	Y
Board Work Session	N	Y	Y	N	N	Y
PC	Y	Y	Y	N	N	Y
Schools	Y (ustream)	N	NA	Y (cable feed)	N	N
Other	Y	Y	Y	N	N	N
Equipment						
Cameras	2 \$1000 fixed cameras	using cameras from Board system	using cameras from Board system	using cameras from Board system	using video contract services	using cameras from Board system
Fixed Board Room Equip	*	\$400,000	*	\$400,000	*	\$60,000
Citizen access	some issues	none known	none known	none known	none known	none known
Citizen Input (web video)						
Positive Comments	Y	Y	Y	Y	Y	NA
Use of live service (average)	5	80	3	35	NA	NA
Use of service (monthly average)	20	400	20	99	limited	NA
* Goochland, Ashland, Caroline - utilize legacy board room system for microphones and equipment - investment unknown						

Video Services & Costs



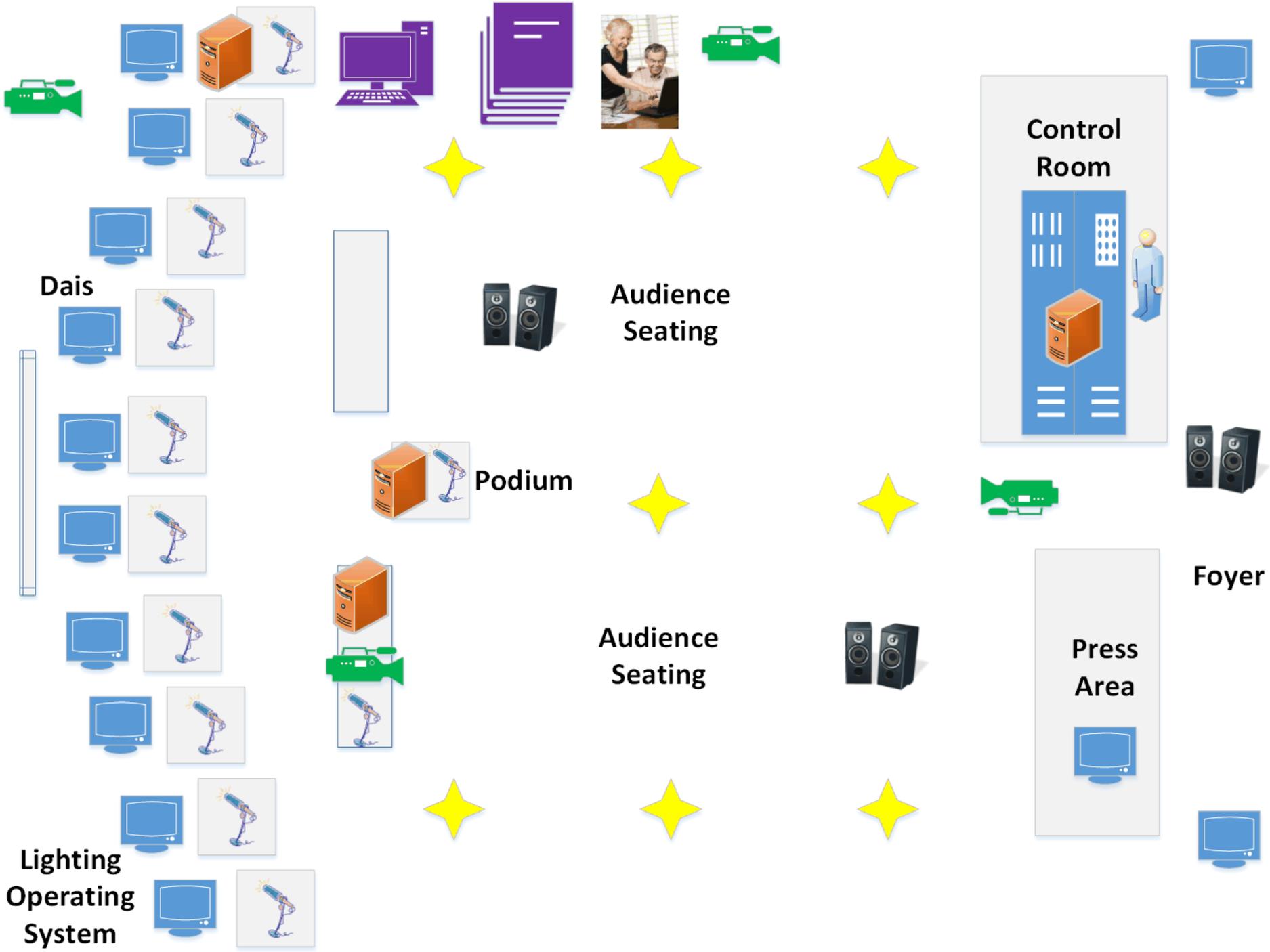
- Video Services

- Existing System

- ✦ Cameras (3) 14 years old, have lost some functionality – cameras are not used extensively
- ✦ No integration of camera feeds to internet/cable
- ✦ No internet/cable presence

- Recommendation:

- ✦ Cameras (3) = \$17,500
- ✦ Hardware & Installation = \$5,000
- ✦ On-Going Video Related Costs (operator & maintenance) = \$7,000o annually (operating budget)



Control Room

Dais

Audience Seating

Podium

Audience Seating

Foyer

Press Area

Lighting Operating System

COMCAST CABLE OPTION



- Comcast Cable TV Channel Broadcast
 - Cable Services = \$22,000 (estimated – TBD by Comcast)
 - County Network Equipment = \$13,000
 - **One Time Start-up Costs = \$35,000**
 - Total on-going staff support costs = \$5,500 annually
 - On-Going Staff Support to Maintain Cable Channel = TBD

Board Meeting Management & Video Demonstration



- Chesterfield County & Town of Ashland

The screenshot displays a video player on the left and a document on the right. The video player shows two men in suits seated at a table during a meeting. The document on the right is an agenda with the following items:

- [Update](#)
- [Presentation - Police Headquarters Project](#)
- 3. [Board Member Reports](#)
- 4. [Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation](#)
- 5. [Resolutions](#)
 - A. Recognizing Mrs. Diana C. Jefferson, Department of General Services, Buildings and Grounds Division, Upon Her Retirement. . . 8
- [Agenda Item - Diana Jefferson's Resolution](#)
- 6. [Work Sessions](#)
 - A. [Proposed FY2016-2020 Capital Improvement Program. 10](#)
 - [Agenda Item - CIP Work Session](#)

The video player interface includes a progress bar at 01:14:34 / 05:51:03 and the title "Board of Supervisors Meeting - January 28, 2015". The document header includes "Chesterfield.gov" and "CCTV".

Rules Committee Recommendations



- Support the approval of the remainder of the associated one-time costs to complete the Board Room system upgrades (Phase 2) and add video cameras for live streaming starting with the Board of Supervisors meetings in early FY16
- Rules Committee determined they would only support a reliable system that provided adequate video and sound production quality to the viewer
- Rules Committee determined that a cable solution, due to cost and limited access, was not recommended at this time
- Rules Committee determined that a solution that required viewers to watch commercials was not recommended

Board of Supervisors Overall Investment



- Associated Costs

- Board Room Upgrade (Phase 1) = \$130,000 (mid-year + \$20,000 on-going) – Funding Complete
 - Board Meeting Management Application = \$20,000 (mid-year + on-going) - Funding Complete
 - Board Room Upgrade (Phase 2) = \$54,000 (mid-year + \$8,000 on-going) Under Consideration
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- Videotaping Board Meetings = \$22,500 (mid-year + \$6,500 on-going) Under Consideration

Board Action



- Motion to approve the Budget Transfer of Reserve for Contingencies for System Replacement and Video Services in the amount of \$76,500.

Next Steps



- I. Action by Board of Supervisors
- II. Complete Board Room equipment update and replacement (Phase I Approved)
- III. Complete Installation of the Granicus Meeting Management Software (Funding Approved)
- IV. Purchase and Install Phase 2 & Video Cameras
- V. Provide a phased in approach to assure consistent quality – Start with BOS in year one
- VI. Stream Live and Rebroadcast – target early fall 2016
- VII. Provide consideration for other options for streaming of meetings (Planning Commission, etc.)

Questions



- ??????????????

