**Item 528 Proposed Amendment to Add Emergency Clause**

Section 2. The Council declares that an emergency exists because it is necessary to approve the budget without delay in order to provide authority to transact the financial affairs of the Commission for FY 2023-24; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.
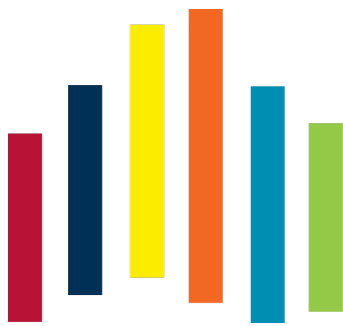
MHCRC

Serving Multnomah County and the Cities of
Fairview, Gresham, Portland, Troutdale & Wood Village

MHCRC FUND BUDGET
FISCAL YEAR 2023-24

Members

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INTRODUCTION

The Mt. Hood Cable Regulatory Commission (MHCRC) was created by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- **Advocating for and protecting the public interest in the regulation and development of cable communication systems;**
- **Providing consumer protection and cable subscribers' complaint resolution; and,**
- **Facilitating the planning and implementation of community uses of cable communication technologies.**

Each Jurisdiction appoints citizen representatives to the MHCRC. Over the past year, these appointees, with staff support, have committed hundreds of hours to deeply understand the issues and local impacts of an ever-evolving technology, regulatory and business model landscape. They attended numerous MHCRC meetings, committee meetings and work sessions, kept abreast of issues of concern to their Jurisdictions, presented information at city council and county commission meetings, and served as ex officio Board members for Open Signal and MetroEast Community Media (MetroEast), all in service to the Jurisdictions and their communities.

The MHCRC regulates and oversees cable service franchises with two companies, serving the following areas:

> Comcast: Portland, Gresham, Troutdale, Fairview, Wood Village and Multnomah County
> Ziply Fiber: Gresham, Troutdale, Fairview and Wood Village

The MHCRC contracts for staff and other support services through a services agreement with the City of Portland. The MHCRC funds an equivalent of 4.9 full-time (FTE) staff positions plus related materials, services, financial and administrative costs. Each member Jurisdiction annually contributes to the MHCRC's operating budget. The Jurisdictions' fund about half the operating budget and other MHCRC resources fund the remaining portion.

The MHCRC focuses on community needs as it navigates today's legal and public policy landscape to steward existing public benefits, while also exploring possibilities and opportunities in our quickly changing technology environment to help ensure a sound and vital digital future for all our communities.

Please refer to the MHCRC's FY 2021-22 Annual Report and website (www.mhcrc.org) for more detail about MHCRC activities and accomplishments.

MHCRC FY 2023-24 FUND BUDGET

BUDGET PROCESS

According to the Intergovernmental Agreement (IGA) among the Jurisdictions that created the MHCRC, the MHCRC must gain approval of its Fund Budget by every member Jurisdiction.

BUDGET OVERVIEW

The MHCRC FY 2023-24 Fund Budget is presented on page 5.

Nearly all of the MHCRC's resources are funds collected from the cable companies and the expenditures are the disbursement of those funds to the member Jurisdictions, the community media providers (MetroEast and Open Signal), and the Community Grants recipients. These disbursements are governed by the IGA and by the cable services franchise agreements.

Fund Resources

The amount of MHCRC resources from year to year largely depends on franchise fee and PEG/ I-Net fee payments from cable companies for their private use of public right-of-way to provide cable TV services. Cable company payments are based on a percentage of the company's gross revenues derived from cable TV services. The FY 2023-24 Fund resources are projected based on cable company actual payments through 2nd Quarter FY 2022-23. FY2023-24 Fund resources are projected to be $209,406 less than FY2022-23 (calculated with the combined total of franchise and PEG fees). This budget includes a beginning fund balance of $1,947,977.

Detail on each Fund resource follows:

> Franchise Fees: The MHCRC collects cable services franchise fees, based on 5% of the companies' gross revenues for cable TV service, for Gresham, Troutdale, Fairview, Wood Village and Multnomah County from Comcast and Ziply Fiber cable franchises. The MHCRC uses historical trend data and actual payments through 2nd Quarter FY22-23 to project anticipated FY23-24 franchise fees.

> Operating Budget Appropriation - Portland: The MHCRC collects funds from the City of Portland for its share of the MHCRC's operating budget. The other MHCRC Jurisdictions' appropriations are allocated from the cable services franchise fees collected by the MHCRC (detail contained in Appendix 1, page 7).

Interest Earned: The MHCRC collects interest on its Fund. Interest revenue is projected to have an increase when compared to the returns of the last 2 years.

PEG/I-Net Capital Fee: All franchised cable companies pay 3% of their gross revenues related to video services to the MHCRC as dedicated funding for capital costs of providing community media and technology services to the community (see specific disbursements under Fund Expenditures below). A small portion also funds MHCRC's compliance program costs to administer, oversee, and disburse the capital funds.

Beginning Fund Balance: The FY23-24 beginning balance projection is attributable to the following:
- Interest cumulative balance: $1,126,236
- Compliance Program carryover: $821,741
- Community Grants carryover/encumbrances: $171,594
- Community Grants/community media capital contingency: $800,000

Fund Expenditures

Nearly all of the MHCRC's expenditures are the disbursement of franchise fees and PEG/I-Net Capital Fees governed by the IGA and by the cable services franchises.

Franchise Fee Balance to the Jurisdictions: This line item expenditure is calculated based on the total amount of franchise fees the MHCRC collects and subtracting the amount each Jurisdiction appropriates to the MHCRC Operating Budget and the amount of community media payments to MetroEast and Open Signal in accordance with the IGA (detail contained in Appendix 1, page 7).

MHCRC Operating Budget: This expenditure represents the total MHCRC Operating Budget (resources and line item detail contained in Appendix 1, page 8).

The MHCRC has opted to carry-over unused budget funding from FY22-23 to facilitate one-time costs, including personnel costs, Comcast franchise renewal negotiations and a strategic planning process with the Jurisdictions to guide possible changes to the IGA and the MHCRC after FY23-24.

Community Media Operating Payments: In accordance with the IGA, the MHCRC distributes 60% of the East County Jurisdictions' franchise fees to MetroEast and 60% of West Multnomah County franchise fees to Open Signal. These dedicated funds are used to provide media and technology services to the community (detail contained in Appendix 2, page 10).

Community Media Capital: The MHCRC distributes a portion of the PEG/I-Net Capital fee from the cable companies to support the capital needs of MetroEast and Open Signal. These payments are made in accordance with the IGA and the cable services franchise agreements (detail contained in Appendix 2, page 10).

Community Grants: The MHCRC is the grant-making body for the Community Grants program on behalf of member jurisdictions. The Community Grants program supports an annual competitive grant process called the Community Technology Grants program and special funding initiatives. Grants are funded through the PEG/I-Net Capital fee revenues from the cable companies and are made in accordance with the IGA and the cable services franchise agreements.

The Community Technology Grants program provides funds for technology projects to nonprofit organizations, libraries, educational institutions and local government agencies throughout Multnomah County to produce video content to be shared on the community media center channels in order to support project-related goals and objectives. Over 80% of grants made in the last five years (2017-2022) have focused on supporting grantees which are led by, informed by, and/or directly benefitting BIPOC communities facing current and historical policies and practices that have resulted in disparities. The grant-funded projects addressed barriers that limit or prevent individuals and communities from accessing services, information, communication tools and/or training.

The TechSmart Initiative, a Community Grants program funded through FY2019-20, used the last few years to conclude its compliance and evaluation reporting to close out the initiative. TechSmart was an eight-year, $16 million funding partnership with six school districts in Multnomah County to provide grants and evaluation resources for districts to identify effective classroom instruction that uses technology to foster improved outcomes for all students. The grant projects with the districts have wrapped up in school year 2021-22 and the final impact report was published in Winter 2023 and is available here: https://www.mhcrc.org/wp-content/uploads/2023/04/TechSmart-Initiative-Final-Impact-Report-Pacific-Research- and-Evaluation.pdf.

Fund Contingency: Separate from the Community Grants/community media capital contingency, the MHCRC annually budgets a fund contingency amount (about 10% of the total Fund Budget) to cover unanticipated community needs and opportunities, for FY23-24 this is set to be $147,533.

MHCRC FUND BUDGET
FISCAL YEAR 2023-24

	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Adopted	2023-24 Proposed
RESOURCES						
E. County Franch. Fees, Comcast	1,336,912	1,299,069	1,337,257	1,337,459	1,291,748	1,328,435
E. County Franch. Fees Mult West, Comcast	106,701	104,901	104,185	103,957	103,908	93,059
E. County Franch. Fees, Ziply Fiber	226,288	183,626	136,396	102,531	83,576	48,766
Operating Budget Appropriation-Portland	304,998	314,826	294,418	348,545	344,396	354,728
Interest Earned	291,297	265,053	95,194	58,380	103,190	146,122
PEG / I-Net Capital Fee	4,791,334	4,488,041	4,338,687	4,246,471	4,273,849	4,020,151
Total Resources	7,057,530	6,655,517	6,306,138	6,197,343	6,200,667	5,991,261
Beginning Fund Balance	7,266,195	2,461,722	3,129,131	2,212,420	2,037,853	1,947,977
Unspent Comm Technology Grants	0	0	297,488	166,926	102,555	171,594
Unspent TechSmart Initiative Grants	0	4,866,984	6,913,886	1,663,489	542,812	0
Unallocated balance	0	980,968	0	2,293,913	5,280,618	4,865,417
Total	**$14,323,725**	**$14,965,191**	**$16,646,643**	**$12,534,091**	**$14,164,504**	**$12,976,249**
EXPENDITURES						
MHCRC Operating Budget	656,303	934,596	1,254,868	1,249,431	1,430,795	1,520,797
Franchise Fee Balance to Jurisdictions	503,730	469,490	450,652	429,899	439,024	363,987
Community Media Pmt, E. County (MetroEast)	937,920	889,618	855,967	863,994	854,653	773,346
Community Media Pmt, Mult. West (Open Signal)	64,021	62,940	57,812	62,375	62,456	56,759
Community Media Capital (MetroEast/OS)	1,469,042	1,504,299	2,083,120	1,566,576	2,610,600	2,290,365
I-Net Grants	568,179	838,279	0	0	0	0
Community Technology Grants	0	869,194	1,197,488	1,066,926	1,368,865	2,000,000
TechSmart Initiative Grants	0	4,866,984	6,913,886	1,663,489	542,812	0
Contingency	0	0	0	0	800,000	800,000
Total Expenditures	**$4,199,195**	**$10,435,400**	**$12,813,793**	**$6,902,690**	**$8,109,205**	**$7,805,254**
Net Change in Fund Balance	10,124,530	4,529,791	3,832,850	5,631,401	6,055,299	5,170,995
Total	**$14,323,725**	**$14,965,191**	**$16,646,643**	**$12,534,091**	**$14,164,504**	**$12,976,249**

APPENDIX ONE

FRANCHISE FEE REVENUE AND DISBURSEMENT DETAIL

MHCRC OPERATING BUDGET-LINE ITEM DETAIL

JURISDICTIONAL APPROPRIATIONS BY JURISDICTION

FRANCHISE FEE REVENUES AND DISBURSEMENTS
FY23-24 Estimate

Jurisdictions	Franchise Fee Revenues	MetroEast Appropriation	Open Signal Appropriation	MHCRC Budget Appropriation	Payments to Jurisdictions
Portland*	$5,249,127		$1,053,543	$354,728	
MULTNOMAH CO., EAST	65,428	39,257		19,542	6,630
MULTNOMAH CO,. WEST	93,528	N/A	56,759	N/A	36,770
GRESHAM	954,773	572,864		133,317	248,605
TROUTDALE	155,801	93,481		21,586	40,736
FAIRVIEW	93,453	56,072		12,779	24,603
WOOD VILLAGE	26,062	15,637		3,782	6,643
Total, East County	$1,389,045	$777,311	$56,759	$191,006	$363,987
Grand Total	$6,638,172	$777,311	$1,110,302	$545,734	$363,987

*Information purposes only: MHCRC does not collect franchise fee revenues for or disburse Open Signal operational funds from the City of Portland.

FRANCHISE FEE DISBURSEMENTS to EAST COUNTY JURISDICTIONS - Prior Years:

Jurisdictions	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Projected	FY 2023-24 Proposed
MULTNOMAH CO., EAST	17,900	16,382	15,866	16,188	12,463	11,204	6,630
MULTNOMAH CO., WEST	43,632	42,098	40,014	41,674	41,582	41,053	36,770
GRESHAM	363,362	337,012	314,158	321,130	289,966	272,807	248,605
TROUTDALE	60,401	55,899	52,546	52,735	48,570	45,820	40,736
FAIRVIEW	35,620	33,667	32,279	32,570	29,523	28,082	24,603
WOOD VILLAGE	9,441	8,502	8,110	8,293	7,795	7,404	6,643
TOTAL	$530,356	$493,560	$462,973	$472,590	$429,899	$406,369	$363,987

MHCRC FY23-24 OPERATING BUDGET - Line Item Detail

Title	FY 2019-20 Actual	FY20-21 Actual	FY21-22 Actual	FY22-23 Adopted	FY23-24 Proposed
Expenditures					
Personnel - MHCRC Admin	464,264	410,853	694,024	615,544	786,554
Indirect Personnel - Bureau Support	0	0	0	0	0
Total Personnel Services	$464,264	$410,853	$694,024	$615,544	$786,554
External Fund Audit	12,432	12,024	15,000	15,300	15,600
Professional Services	262,887	372,923	216,810	205,078	146,300
Legal Services	N/A[1]	N/A[1]	76,000	175,000	53,000
Miscellaneous Services	5,540	5,161	9,050	5,650	6,750
Office/Operating Supplies	2,719	2,894	2,634	4,485	5,905
Education	9,884	6,280	15,625	13,825	14,975
Local Travel	0	0	500	500	500
Out-of-Town Travel	2,496	0	4,200	5,700	2,700
Rent Columbia Square	31,635	0	0	0	0
Miscellaneous	989	2,980	700	2,700	20,700
Total External Materials & Services	$328,582	$402,263	$340,519	$428,238	$266,430
Fleet Services	0	0	65	42	0
Print/Distribution	457	582	2,867	1,848	0
Facilities Services	313	37,439	47,172	44,797	64,187
EBS Services	0	0	0	0	0
Information Technology (IT)	17,642	17,113	11,514	22,980	34,845
Insurance/Workers Comp	6,276	4,296	5,685	8,160	11,248
Technical Accounting IA	9,000	9,000	9,000	9,000	15,000
Legal Services IA	N/A[2]	N/A[2]	N/A	N/A	N/A
Mgmt Services (Bus Ops) IA	8,062	0	0	0	0
Other	0	0	0	0	0
Total Internal Services	$41,750	$68,429	$76,303	$86,827	$125,280
GF Overhead	100,000	9,609	25,000	25,000	25,000
Contingency - General	0	53,285	113,585	114,186	147,533
Encumbrance Carryover	0	21,041	0	161,000	170,000
Total Fund Level Expenditures	$ 100,000	$ 83,935	$ 138,585	$ 300,186	$ 342,533
Total Expenditures	$ 934,596	$ 965,480	$ 1,249,431	$ 1,430,795	$ 1,520,797
Franchise Admin. Program Expenses	582,432	614,299	683,020	622,426	958,376
Capital Fund Compliance Expenses	352,164	351,181	566,411	647,369	392,421
Encumbrance Carryover	0	0	0	161,000	170,000
Resources					
Appropriation from Jurisdictions	480,347	472,590	536,223	529,840	545,734
Year-end Balance - Carry over	80,000	0	0	161,000	170,000
Year-end Vacancy - Savings	0	0	0	0	114,598
Interest Revenue Allocation	22,058	147,608	146,797	92,586	298,044
Appropriation from Fund Compliance	352,164	526,988	566,411	647,369	392,421
Total Resources	$ 934,569	$ 1,147,185	$ 1,249,431	$ 1,430,795	$ 1,520,797
Year-End Operations Balance	$ -	$ 181,705	$ -	$ -	$ 0

[1] Legal Services was included in the Professional Services line in FY20-21 Adopted Budget and prior

[2] In FY2017-18 and prior was classified as internal Legal Services from City Attorney; moved to external legal services as of FY2018-19

PERSONNEL ALLOCATIONS
MHCRC OPERATING BUDGET
FY 2023-24

Position	FY 2022-23 Adopted	FY 2023-24 Proposed
Strategic Initiatives Mgr	0.6	0.3
Administrative Spec	0.7	1.0
Community Grants Mgr	1.0	1.0
Community Engagement & Policy Spec	0.0	0.1
Finance Mgr	0.5	0.8
Policy Coordinator II	0.8	0.8
Program Coordinator - Compliance	0.0	0.3
Cable Utility Franchise Mgr - Compliance	0.0	0.3
Deputy Director	0.0	0.2
Director	0.4	0.1
FTE Total	4.0	4.9

JURISDICTIONAL APPROPRIATION - PERCENTAGE BY JURISDICTION
MHCRC OPERATING BUDGET
FY 2023-24

City of Portland Appropriation	$354,728	65.0%
East County Appropriations	$191,006	35.0%
Operating Budget Total:	$545,734	

JURISDICTION			FY 2023-24 Proposed	FY 2023-24 % Allocation
Portland			$354,728	65.0%
	Subscriber Distribution			
East County	No. Of Subs	Perc. Distr.		
Gresham	14,037	69.79%	$133,316	24.4%
Multnomah Co.	2,058	10.23%	$19,542	3.6%
Troutdale	2,274	11.31%	$21,606	4.0%
Fairview	1,345	6.69%	$12,779	2.3%
Wood Village	398	1.98%	$3,782	0.7%
East County Total	20,112	100.01%	$191,025	35.0%
Total			$545,753	100.0%

Budget Allocation Comparison

JURISDICTION	FY 2022-23 Adopted	FY 2023-24 Proposed
Portland	$344,396	$354,728
East County		
Gresham	$131,734	$133,316
Multnomah Co.	$16,748	$19,542
Troutdale	$21,291	$21,606
Fairview	$11,851	$12,779
Wood Village	$3,820	$3,782
East County Total	185,444	191,025
Total	529,840	545,753

APPENDIX TWO

COMMUNITY MEDIA DISBURSEMENT DETAIL
(MetroEast and Open Signal)

The MHCRC administers two grant agreements with the community media organizations that serve the MHCRC-member Jurisdictions. MetroEast Community Media (MetroEast) serves the cities and communities of Gresham, Troutdale, Fairview and Wood Village and east Multnomah County areas. Open Signal serves the City of Portland and the west Multnomah County areas.

The community media organizations receive funding for both operations and capital expenditures. Most of Open Signal's operational resources come from a grant agreement between Open Signal and the City of Portland and are, therefore, not included in the MHCRC's Fund Budget (the amount is included below for informational purposes). MetroEast receives operational resources, in accordance with the IGA that created the MHCRC, based on 60 percent of the cable franchise fees for the east Multnomah County area. Open Signal also receives an amount in accordance with the IGA for the west Multnomah County area. Both organizations receive capital funds from the MHCRC Fund Budget, derived from PEG/I-Net Capital fee.

Both MetroEast and Open Signal are nonprofit organizations with governing Boards of Directors. These Boards annually develop and adopt budgets. FY2023-24 draft budget summaries are included in this Appendix to provide more detail for the community media expenditures in the MHCRC Fund Budget.

SUMMARY OF COMMUNITY MEDIA DISBURSEMENTS

MetroEast Community Media:

Operations Funding: East County Franchise Fees	$ 773,346
Capital Funding: MHCRC	$ 916,146
Total	$ 1,713,642

Open Signal:

Operations Funding: Portland General Fund	$ 1,053,543
Operations Funding: West County Franchise Fees	$ 56,759
Capital Funding: MHCRC	$ 1,374,219
Total	$ 2,484,521

About MetroEast

Our Mission

MetroEast provides access to media and technology to invigorate civic engagement, inspire diverse voices, and strengthen community life.

Who We Are/What We Do

We are a premier digital media and video production nonprofit known for our state of the art technology, our award-winning productions team, and our versatile facility.

We are mobile; we provide media education designed by and for our communities and at local partner locations, delivering access to relevant technology and training that helps our community tell their stories.

We are committed to digital inclusion; we focus on ensuring that traditionally underserved communities have access to digital content, training, and tools.

We provide a welcoming space where our community can celebrate the media arts and the diverse voices of those we serve.

Local schools, nonprofits and governments rely on us as an essential service provider and partner for digital literacy training, access to technology, and video production needs.

Equity Commitment

We address inequities to media and technology access by embracing an inclusive understanding of barriers to media, digital literacy, and technology - both external and internal to our organization - experienced by many communities, especially Black, indigenous, and people of color and low-income residents. In partnership with multiple communities, we co-create solutions that remove these barriers while we work to change our own organization's operations and culture.

Strategic Priorities - FY 2024-2027

To uphold our vision while honoring our values and commitment to equity, MetroEast will pursue four broad strategic priorities over the next three years. To focus our resources and impact, MetroEast's **"Priority Communities"** are BIPOC and low-income residents as these people have historically been underserved by media and faced significant barriers to using and accessing technology.

- Focus offerings on digital access driven by interests of priority communities.
- Increase visibility and engagement with priority communities
- Grow and diversify income
- Develop a culture of shared leadership and responsibility

FY23-24 Budget Overview

The MetroEast Board and staff developed the FY23-24 budget guided by the following key factors in our operating environment:

- **Staffing**
  Our people are our strength. Our emphasis on technology and media services and culturally-responsive education requires retaining and hiring staff with unique expertise and experience. The support and professional development of staff is key to our success. The Board believes to retain high quality staff, we must provide reasonable pay and work loads. Although operations revenues from franchise fees have continued to decline, the budget supports staff in several ways:
  - The budget includes a 5% annual increase in pay for all staff, retains medical and other benefits, and provides professional development resources. We will also undertake a pay equity assessment of all staff positions and have included consulting dollars to support this work.
  - Payroll is the largest portion of MetroEast's operations budget. To continue to financially accomplish the above staff supports, the budget reduces the staff FTE from 12 to 11. The Board and Staff Leadership Team developed our three-year strategic plan to focus services on our priority communities and our local municipalities. We are working on tweaking all aspects of the organization and services, while honoring our commitment to not further stress the capacity of staff.
  - Our revised Financial Policies capture the full cost of staff resources dedicated to capital projects and therefore allowable as capital costs from the PEG/I-Net Fee (capital funds) received from the MHCRC. You'll see this reflected as "capitalized wages" in the budget.

- **Shared Leadership Team Structure**
  Rather than fill the Executive Director position vacated in early-2022, the Board adopted an Leadership Team (LT) structure and plan. The current LT consists of four executive level staff positions. At this point, the Board intends to continue this staff leadership model and the

budget reflects this approach.

- **Building Mortgage Payoff - June 2023**
  We are on-track to fully pay off our building mortgage in June 2023. The MHCRC provided a bump in capital funds for the current fiscal year (FY22-23) to assist in this accomplishment. We also are using a portion of our reserve contingency amount of capital funds from previous fiscal years.

OPERATIONS BUDGET

Income Highlights
Projected revenues are slightly lower than our current fiscal year-end estimate, mostly due to declining franchise fee revenue (about $60,000 less than current fiscal year). The other income streams are based mostly on known resources for the upcoming year (ie. either commitments or ongoing revenue sources). Ongoing revenue sources include, but are not limited to, sponsorships, grants, education fees, and production services. One of our strategic priorities for 2023-27 is to grow and diversify revenue but this takes capacity-building for both staff and the Board. The budget retains the ongoing services of a contracted grant writer. Although some of our efforts may enhance income in the upcoming year, we chose to take a conservative approach to our projections.

Expense Highlights
As discussed in our Budget Overview above, personnel is the largest expense in the operations budget. The budget includes a reduction in one FTE, a 5% increase in staff salaries, and status quo employee benefits. Other expenses mostly support either operational needs (ie. utilities, legal expertise, financial audit, etc.) or our cohort-model education services (food, translation services, childcare, gas, etc.).

CAPITAL BUDGET

Income Highlights
Capital income is the baseline amount provided for in the MetroEast/MHCRC grant agreement for the upcoming fiscal year. No additional capital funds are requested.

Expense Highlights
One of the most significant expenses ($200,000 of the Equipment line item) will be the upgrade of operating systems at the Gresham, Troutdale, Fairview and Wood Village city halls and the Multnomah County Commission chambers. This will be completed in tandem at each site so that staff doesn't have to switch between two operating systems. Other capital projects include: A new mobile unit dedicated to staff productions to ensure availability when needed (this will not be checked out to the public); new archiving capabilities for video; and increased speed for the fiber channel. Capital expenses will also cover general building upkeep, annual IT support and internal software contract, and equipment replacements and upgrades.

MetroEast Community Media FY 23/24 Budget Draft

	21/22	22/23	23/24
	Actual	*Budget*	*Proposed*
OPERATIONS BUDGET			
INCOME			
Franchise Fees	866,213	854,652	773,346
Sponsorships	0	20,004	10,020
Operating Grants	127,922	132,000	99,600
Contributions	5,439	6,000	3,995
In-Kind	23,200	0	18,000
Education Services	9,800	9,000	12,000
Production	142,733	150,000	96,000
Memberships	3,757	4,200	3,000
Other	4,000	19,270	19,305
Interest	724	0	138
Total Operating Income	1,183,788	1,173,627	1,035,404
EXPENSES			
Payroll & Benefits	1,210,174	1,145,500	958,883
Less: Capitalized Wages	*(60,645)*	*(36,000)*	*(199,508)*
Adjusted Total Personnel	1,149,529	1,109,500	759,375
Communications, Utilities & Maintenance	72,743	77,138	78,936
Dues & Subscriptions	7,810	7,570	4,939
Professional Development	812	15,200	6,600
Business Expenses, Taxes and Licenses, Bank Charges and Fees	12,532	28,910	4,926
Insurance	67,578	63,500	75,761
Marketing and Events	5,714	10,190	7,950
Office and Production Supplies, HQ Printing, Shipping and Postage	10,998	9,960	11,576
Professional Services (Contractors)	161,546	172,435	147,700
SaaS (Software as a Service)	8,915	9,600	10,515
Travel & Transportation	5,539	11,000	9,060
Meals and Entertainment	31,195	1,200	8,250
Less: Capitalized Overhead	*(47,758)*	*-*	*(91,614)*
Total Operating Expenses	1,487,152	1,516,203	1,033,974
Operating Income (Loss)/covered by reserves	*(303,364)*	*(342,576)*	1,430
CAPITAL BUDGET			
INCOME			
MHCRC Capital Funding	510,507	1,044,240	916,146
Other Capital Grants	0	0	0

Total Capital Funds Received	510,507	1,044,240	916,146
EXPENDITURE			
Capitalized Wages & Benefits	60,645	36,000	199,508
Contractor & Installation	1,460	0	21,195
Equipment	67,953	342,204	376,734
Furniture	1,089	5,004	5,004
Building Improvements	888	30,000	46,000
Mortgage and Capital Leases	34,888	715,447	0
Micro Mobile Production Unit	-	-	70,000
Vehicles	0	0	3,000
Software Development & Licensing	102,561	142,052	103,091
Overhead	47,758	-	91,614
Total Capital Expenditures	317,242	1,270,707	916,146
Capital and Grant Gain ~Increase (decrease) in grant liability acct	193,265	(226,467)	0
TOTAL INCOME	1,694,295	2,217,867	1,951,550
TOTAL EXPENSES/EXPENDITURES	1,804,395	2,786,910	1,950,120
TOTAL GAIN (LOSS)	(110,099)	(569,043)	1,430

MetroEast Community Media FY 23/24 Budget Draft						
	20/21	21/22	21/22	22/23	22/23	23/24
	Actual	*Budget*	*Actual*	*Budget*	*Forecast*	*Budget*
OPERATIONS BUDGET						
INCOME						
Franchise Fees	882,425	850,177	866,213	854,652	831,302	773,346
Sponsorships	3,450	20,004	0	20,004	0	10,020
Operating Grants	95,327	222,500	127,922	132,000	98,801	99,600
Contributions	4,323	27,500	5,439	6,000	6,000	3,995
In-Kind	18,000	0	23,200	0	18,000	18,000
Education Services	13,890	20,000	9,800	9,000	8,500	12,000
Production	118,524	200,000	142,733	150,000	61,000	96,000
Memberships	3,090	7,200	3,757	4,200	4,200	3,000
Other	125,127	67,200	4,000	19,270	19,270	19,305
Interest	471	560	724	0	138	138
Total Operating Income	1,264,627	1,415,141	1,183,788	1,173,627	1,047,211	1,035,404
EXPENSES						
Payroll & Benefits	1,163,469	1,300,941	1,210,174	1,145,500	1,004,000	958,883
Less: Capitalized Wages	*(63,808)*	*(102,000)*	*(60,645)*	*(36,000)*	*(124,135)*	*(199,508)*
Adjusted Total Personnel	1,099,661	1,198,941	1,149,529	1,109,500	879,865	759,375
Communications, Utilities & Maintenance	64,841	73,928	72,743	77,138	77,138	78,936
Dues & Subscriptions	14,088	12,000	7,810	7,570	7,570	4,939
Education & Training (Professional Development)	7,856	10,500	812	15,200	7,600	6,600
Business Expenses, Taxes and Licenses, Bank Charge	28,998	40,650	12,532	28,910	4,000	4,926
Insurance	72,921	67,900	67,578	63,500	63,500	75,761
Marketing and Events	1,319	23,690	5,714	10,190	10,190	9,850
Office and Production Supplies, HQ Print, Shipping	6,936	21,600	10,998	9,960	10,000	12,676
Professional Services (Contractors)	90,909	142,200	161,546	172,435	172,435	147,700
SaaS (Software as a Service)	9,765	7,650	8,915	9,600	9,600	10,515
Travel & Transportation	1,749	6,010	5,539	11,000	3,000	6,060
Meals and Entertainment	206	1,200	31,195	1,200	6,000	8,250
Less: Capitalized Overhead	*(66,247)*	*-*	*(47,758)*	*-*	*(104,424)*	*(91,614)*
Total Operating Expenses	1,333,001	1,606,269	1,487,152	1,516,203	1,146,474	1,033,974
Operating Income (Loss)/covered by reserves	*(68,375)*	*(191,128)*	*(303,364)*	*(342,576)*	*(99,263)*	1,430
CAPITAL BUDGET						
INCOME						
MHCRC Capital Funding	833,248	626,630	510,507	1,044,240	1,044,240	916,146
Other Capital Grants	192,999	40,000	0	0	0	0
Total Capital Funds Received	1,026,247	666,630	510,507	1,044,240	1,044,240	916,146
EXPENDITURE						
Capitalized Wages & Benefits	63,808	102,000	60,645	36,000	124,135	199,508
Contractor & Installation	17,812	49,000	1,460	0	12,000	21,195
Equipment	369,481	173,190	67,953	342,204	240,000	379,734
Furniture	2,181	5,040	1,089	5,004	1,000	5,004
Building Improvements	21,991	110,000	888	30,000	30,000	46,000
Mortgage and Capital Leases	101,914	97,297	34,888	715,447	722,485	0
Micro Mobile Production Unit	-	-	-	-	-	70,000
Vehicles	57,603	10,000	0	0	324	0
Software Development & Licensing	239,013	125,600	102,561	142,052	115,000	103,091
Overhead	66,247	-	47,758	-	104,424	91,614
Total Capital Expenditures	940,050	672,127	317,242	1,270,707	1,349,368	916,146
Capital and Grant Gain ~Increase (decrease) in grant liability acct	86,197	*(5,497)*	193,265	*(226,467)*	*(305,128)*	0
TOTAL INCOME	2,290,873	2,081,771	1,694,295	2,217,867	2,091,451	1,951,550
TOTAL EXPENSES/EXPENDITURES	2,273,051	2,278,396	1,804,395	2,786,910	2,495,842	1,950,120
TOTAL GAIN (LOSS)	17,822	*(196,625)*	*(110,099)*	*(569,043)*	*(404,391)*	1,430

Open Signal

FY 2023-24 Draft Operating Budget Narrative

April 1, 2023

Summary

The budget is prepared with the anticipation that Open Signal will continue to expand in-person services. In alignment with our grant agreement with the City of Portland, their goals, and the goals of Foundation Funders, services will continue to focus on equity and those typically marginalized and underserved in the community.

Revenue

Revenue will increase in FY23-24 compared to FY22-23. Both our operational and capital funding from the MHCRC will increase and we expect to see ongoing increases in individual contributions with our new membership benefits and the vacancy in our Director of Growth position now filled.

Personnel Expenses

We have adjusted our salaries upward, keeping in line with the current market analysis. We plan to invest in additional support staff in our Community Media department.

Operating Expenses

Operational expenses are expected to remain similar to last fiscal year. Some slight adjustments were made for utility and supply cost increases in line with current inflation. There is a planned deficit to allow for the implementation of equitable wages in alignment with the pay equity study. We anticipate that we can recover this deficit in the next two budget cycles with compensation from partners to adjust to better reflect the cost of services we provide.

Open Signal

Budget Workbook – OS

3 Year Summary

		FY 23–24 Budget	FY 24–25 Budget	FY 25–26 Budget
Revenue				
4000	Individual Contributions	$ 40,000	$ 57,500	$ 77,500
4100	Corporate Contributions	$ 12,500	$ 15,000	$ 17,500
4150	Pass-Through Contributions	$ -	$ -	$ -
4200	Foundation Grants - Without Restrictions	$ 317,500	$ 300,000	$ 325,000
4201	Foundation Grants - With Restrictions	$ -	$ -	$ -
4300	Government Grants	$ 2,483,762	$ 2,510,315	$ 2,537,754
4400	Services Revenue:Production Services	$ 150,000	$ 150,000	$ 150,000
4410	Services Revenue:Studio Rentals	$ 5,000	$ 5,000	$ 5,000
4420	Services Revenue: Other Service Revenue	$ -	$ -	$ -
4700	Merchandise Sales	$ -	$ -	$ -
4800	Interest Income	$ -	$ -	$ -
4880	Gain/Loss on Sale of Fixed Assets	$ 82,000	$ 82,000	$ 52,000
4900	Other Revenue	$ -	$ -	$ -
	Total Revenue:	**$ 3,090,762**	**$ 3,119,815**	**$ 3,164,754**

		FY 23–24 Budget	FY 24–25 Budget	FY 25–26 Budget
Expenses				
5000	Salaries & Wages	$ 1,292,479	$ 1,215,231	$ 1,287,947
5050	Salaries & Wages - On Call Staff	$ 50,000	$ 50,000	$ 50,000
5100	Payroll Taxes	$ 140,289	$ 132,217	$ 139,816
5200	Employee Benefits	$ 195,794	$ 184,111	$ 189,635
5300	Workers' Comp	$ 8,549	$ 8,805	$ 9,070
6000	Contract Services	$ 146,281	$ 50,000	$ 50,000
6100	CPA Services	$ 25,750	$ 26,523	$ 27,318
6200	Bookkeeping Services	$ 40,152	$ 41,339	$ 42,561
6300	Payroll & HR Services	$ 27,075	$ 27,827	$ 28,602
6400	Legal Services	$ 10,000	$ 10,000	$ 10,000
6500	Disability Accomondations/Accessibility	$ 13,905	$ 13,983	$ 14,062
6600	Production/Crew	$ 42,500	$ -	$ -
6700	Stipends	$ 9,400	$ 9,400	$ 9,400
6800	Marketing	$ 12,200	$ 12,200	$ 12,200
7000	Travel & Meals	$ 16,300	$ 16,300	$ 16,300
7100	Parking & Mileage	$ 8,844	$ 8,844	$ 8,844
7200	Professional Development	$ 31,000	$ 31,000	$ 31,000
7300	Small Tools & Equipment	$ 100,000	$ 100,000	$ 100,000
7325	Software Expense	$ 54,830	$ 54,830	$ 54,830
7350	Supplies	$ 7,000	$ 7,000	$ 7,000
7400	Equipment Lease	$ -	$ -	$ -
7500	Facility Repairs & Maintenance	$ 20,456	$ 21,069	$ 21,702
7550	Equipment Repairs & Maintenance	$ 4,000	$ 4,120	$ 4,244
7600	Utilities	$ 45,720	$ 47,092	$ 48,504
7650	Vehicle Repairs, Gas, & Maintenance	$ 7,100	$ 7,100	$ 7,100
7700	Meetings Expense	$ 7,950	$ 7,950	$ 7,950
7800	Telecommunications	$ 41,777	$ 43,030	$ 44,321
7900	Printing & Copying	$ 7,000	$ 7,000	$ 7,000
8000	Postage & Delivery	$ 4,000	$ 4,000	$ 4,000
8100	Recruitment	$ 200	$ 200	$ 1,500
8200	Event Expense	$ 7,000	$ 7,000	$ 7,000
8400	Bank Charges & Merchant Fees	$ 6,180	$ 6,365	$ 6,556
8500	Board of Directors' Expense	$ 5,000	$ 5,000	$ 5,000
8600	Licenses & Fees	$ 4,375	$ 4,375	$ 4,375
8700	Insurance	$ 43,466	$ 44,770	$ 46,113
8750	Dues & Subscriptions	$ 2,280	$ 2,280	$ 2,280
8800	Depreciation Expense	$ 650,000	$ 650,000	$ 650,000
8900	Miscellaneous Expenses	$ 6,050	$ 6,050	$ 6,050
	Total Expense:	**$ 3,094,902**	**$ 2,867,011**	**$ 2,962,280**

Adjustments	FY 23–24	FY 24–25	FY 25–26
Allocate 2% of Operating Revenue to	$ (34,331)	$ (34,912)	$ (35,811)
Cash Carried Forward from Prior Year	$ 657,939	$ 500,331	$ 601,995
Ops Reserved for Capital Expenditures	$ (769,137)	$ (766,228)	$ (758,817)
Surplus (Deficit):	**$ (149,669)**	**$ (48,005)**	**$ 9,841**

Capital Budget	FY 23–24	FY 24–25	FY 25–26
23-24 Capital Grant Amount	$ 1,374,219	$ 1,374,219	$ 1,374,219
Less 15% OH Fee	$ (206,133)	$ (206,133)	$ (206,133)
Non-Amortized Capital Expense	$ (154,830)	$ (154,830)	$ (154,830)
23-24 Capital Payroll Costs - On-call	$ -	$ -	$ -
23-24 Capital Payroll Costs	$ (244,119)	$ (247,028)	$ (254,439)
Balance 23-24 Capital Funds	$ 769,137	$ 766,228	$ 758,817
Available for Fixed Asset Purchases:	**$ 769,137**	**$ 766,228**	**$ 758,817**

Open Signal

FY 2023-24 Draft Capital Budget Narrative

Overview

Open Signal's capital spending this year is focused on the expansion of community services. As we begin to develop new public and partnership programs we will need to purchase additional production equipment. There will be significant funding put toward new vehicles in order to provide our services in remote locations. We will also begin saving towards a new building.

Land and Land Improvements

Budget: $2,000.00
There are no expected land improvements in this fiscal year. A small budget was set aside for any unexpected expenses.

Building and Building Improvements

Budget: $300,000.00
There are no expected building improvements in this fiscal year. A small budget was set aside for any unexpected expenses. A large portion of the funding will be set aside for future use towards a new building.

Production Equipment

Budget: $115,000.00
We will be purchasing additional equipment to support partner programs and the expansion of our cohort and studio workshops.

Computers

Budget: $5,000.00
There are no expected computer purchases in this fiscal year A small budget was set aside for any unexpected expenses.

Vehicles

Budget: $250,000.00

We plan to build out two new production vans to replace our older, depreciated vans that are beginning to have mechanical issues. We will also purchase a smaller transport vehicle for our Community Media department.

Office Equipment and Furniture

Budget: $1,000.00

There are no expected office equipment and furniture needs in this fiscal year. A small budget has been set aside for unexpected office equipment & furniture costs.

Software and Other Intangibles

Budget: $106,071.00

There are no plans to add additional software in this fiscal year. We have set aside a budget for our anticipated software contract renewal costs.

Open Signal

FY23-24 Draft Capital Budget

	Actual Capital Expense FY21-22	Adopted Total Budget FY 22-23	Proposed Total Budget FY23-24
Capital Revenue			
MHCRC Capital Funding	$939,946.00	$1,566,360.00 [1]	$1,374,219
Carry Forward Amount	$674,859.52	$734,294.08	$8,514
Audit Difference Adjustment	-$6,368.90	$35,537.57 [2]	
Total Capital Resources Available	$1,608,436.62	$2,336,191.65	$1,382,733
Capital Expenses			
Land & Land Improvement	$0.00	$2,000.00	$2,000
Building & Building Improvement	$163,645.97	$373,000.00	$300,000
Production Equipment	$171,560.42	$515,541.19 [3]	$115,000
Computer	$65,189.94	$204,453.00	$6,000
Vehicles	$0.00	$800.00	$250,500
Office Equipment & Furniture	$1,494.40	$1,000.00	$1,000
Software & Other Intangibles	$113,873.80	$669,690.50	$106,071
Capitalized Wages	$182,138.17	$264,889.95	$395,337
Capital Overhead	$176,239.84	$296,303.41	$206,133
Total Capital Expense	$874,142.54	$2,327,678.05	$1,382,041
Net Capital Surplus	$734,294.08	$8,513.60	$692

[1] Doesn't include $199,573.00 in additional community tech funds for studio improvements

[2] Includes correction for ERTC wages

[3] Doesn't include $199,573.00 in additional community tech funds for studio improvements

MISSION

The Mt. Hood Cable Regulatory Commission advocates for and protects the public interest in the regulation and development of cable communications systems in Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village; provides consumer protection and complaint resolution assistance to cable subscribers; and participates in the planning and implementation of community uses of communications technologies.

GOALS AND OBJECTIVES

Effective: July 1, 2023 – June 30, 2024

The Commission acknowledges that its policy and regulatory work is undertaken in a dynamic communications technology environment. Consequently, the Commission retains flexibility to modify or revise these Goals and Objectives as may be required from time to time.

Goal I: *Advocate for continued local authority regarding cable franchises and use of the public rights of way by communication providers.*

Objectives

1. Engage Jurisdictions in strategic planning to review the Commission's role, authority, and structure responsive to the changing policy and technology landscape, cable franchising regulatory and funding issues and what's at stake for our communities.
2. Continue cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.
3. Participate in statewide committees or groups that address local government authority, management, and control of public rights of way, such as the Oregon Broadband Advisory Council and League of Oregon Cities public policy committee.
4. Monitor and participate in FCC proceedings on behalf of our jurisdictions' and citizens' interests.
5. Advocate for local authority and public interest benefits at the federal legislative level.

Goal II: *Effectively administer cable services franchise agreements to serve member jurisdictions and their residents.*

Objectives

1. Negotiate cable services franchise agreements with Comcast that address cable-related community technology needs and interests and consumer protection issues and trends.

2. Manage cable provider market exit and entry that support jurisdictional interests and community needs.
3. Identify and address franchise compliance issues in response to and, when possible, prior to cable company actions.
4. Provide consumer protection for community members and subscribers in cable service matters by helping to resolve complaints, enforcing customer service standards and addressing other consumer-related franchise compliance issues.
5. Conduct an audit of franchise and PEG/I-Net fees payments for the past three years.

Goal III: *Focus the community grants program on key impacts for addressing needs and equity issues identified by the community/stakeholders to guide the financial investment of capital funds in the community.*

Objectives

1. Conduct the annual Community Technology Grants round to continue development of public, educational, and governmental uses of cable system technology.
2. Explore grant-making opportunities that utilize community access and PEG Capital funds to support the development of public, educational, and governmental uses of cable system technology consistent with the grant purpose and criteria.
3. Monitor projects that have received grant funding to ensure compliance with project goals and objectives and accountability for grant funds.

Goal IV: *Ensure access to and use of current and new services available through the cable system technology by citizens, local governments, and community institutions.*

Objectives

1. Manage and ensure compliance with the terms of grant agreements with Open Signal and MetroEast Community Media.
2. Monitor and ensure accountability for capital funds paid to Open Signal and MetroEast Community Media.
3. Collaborate with organizations, at the federal, state, and local levels to advocate for the community's access to cable system technology.
4. Partner with the City of Portland and Multnomah County and other community groups in developing and implementing strategic actions and initiatives in support of the Digital Equity Action Plan.

Goal V: *Lead Commission operations efficiently and effectively.*

<u>Objectives</u>

1. Engage with the City of Portland on the placement and structure of the MHCRC staff services within the City of Portland to ensure transparency and continued provision of a high level of service to MHCRC's stakeholders and communities.
2. Plan and conduct Commission meetings in a way that respects the volunteer nature of Commission positions and is in accordance with Oregon Open Meeting laws.
3. Conduct annual strategic planning and goal-setting process.
4. Conduct annual MHCRC evaluation of staff services.
5. Conduct annual MHCRC Fund Audit and transmit it to the Oregon Secretary of State's Office.
6. Present an annual budget request to the Jurisdictions that supports the Commission's mission and respects the Jurisdictions' budget considerations.

MT. HOOD CABLE REGULATORY COMMISSION

FY 21-22
ANNUAL REPORT

MHCRC
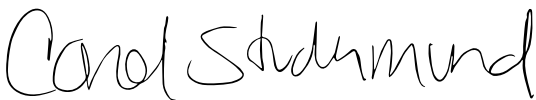
Introduction from the Chair

As the Portland Metro Area emerges from the pandemic, we face a pivotal moment. Decisions we make now will have long-term impacts on the evolution of cable communication technology, community media centers, and the many connected community organizations engaged in media content creation, digital inclusion and access, and more broadly - community building. As you look through this report, I'd like to highlight these challenges and opportunities:

- Technological change continues, and many new forms of telecommunications continue to expand. Film, video and television increasingly exist on multiple platforms.

- Government has significantly changed the way it operates and engages with community, with virtual and hybrid meetings becoming the norm.

- The business model of community media centers is shifting, as production equipment becomes less expensive, and human expertise becomes the critical ingredient.

Recognizing this, the MHCRC will launch a Strategic Planning process in 2023, which will be highlighted later in this report. This will be a dialogue with participating jurisdictions to discuss the work of the MHCRC and future needs of member jurisdictions regarding the cable and telecommunications system, to develop a long-term strategy, and to create recommendations for a refreshed Intergovernmental Agreement (IGA) to achieve those priorities.

Despite all of these changes, the community media centers and other MHCRC grantees continue to innovate and deepen the ways they serve community – particularly-low income communities and communities of color. Thank you for your ongoing support for our work, and for taking time to consider these challenges.

Carol Studenmund
MHCRC Chair

Who We Are

We are eight volunteers who represent our communities' cable communications technology needs and collaborate to ensure our region benefits from cable service franchise agreements. We are appointed by the six MHCRC Member Jurisdictions: Multnomah County, and the Cities of Fairview, Gresham, Portland, Troutdale, and Wood Village.

Commissioners | Carol Studenmund, Chair; Julia DeGraw; Leslie Goodlow; Cherri Wagner; Scott Harden; Jeff Dennerline, Vice Chair; Richard Roche; Norm Thomas. For more information about your Commissioners, bios are found on the MHCRC Website: www.mhcrc.org/about-the-mhcrc/meet-the-commission.

Staff | Donnie Oliveira, Director; Eric Engstrom, Deputy Director; Andrew Speer, Franchise Utility Manager; Rebecca Gibbons, MHCRC Program Manager; Rana DeBey, MHCRC Community Grants Manager; Michael Wong, Finance Manager.

What We Do

- **Cable Franchise Negotiation & Compliance:**
  We conduct franchise negotiations, renewals, and transfers of ownership, and enforce cable company compliance with franchise agreements.

- **Consumer Protections:**
  We monitor cable provider customer service data, and step in to support consumers with complaint resolution.

- **Policy & Advocacy:**
  We participate in communications policy and legislative advocacy efforts to protect local control of the public right-of-way.

- **Community Media:**
  We provide ongoing support to community media organizations serving Portland and East Multnomah County.

- **Community Technology Grants:**
  We administer a competitive grants program which allocates approximately $1.5 million annually to libraries, schools, local governments, and nonprofit community organizations.

- **Digital Equity & Inclusion:**
  We promote digital equity and inclusion in our grants, policy, and advocacy work.

Cable Franchise Negotiation & Compliance

MHCRC franchise negotiation, management, and compliance services provide Member Jurisdictions with economies of scale in:

- Franchise negotiations, renewals, and transfers of ownership.

- Routine auditing of franchise fees to ensure Member Jurisdictions are accurately compensated under the terms of the agreement and statutes.

- Monitoring of cable provider performance metrics including customer service standards, subscriber reporting, and fiscal reporting.

- Customer complaint resolutions.

- Enforcement of compliance with the franchise agreement, and the legal and policy frameworks set by federal law.

Cable Franchise Negotiations:
During the reporting period, the MHCRC continued negotiation of renewal cable franchise agreements with Comcast Corporation and Ziply Fiber on behalf of Member Jurisdictions. Comcast negotiations are ongoing and are expected to conclude in 2023. Ziply is expected to exit the cable market in 2023.

Consumer Protections - Customer Complaint Line:
During the reporting period, the MHCRC resolved more than 250 subscriber complaints received via phone and email.

Customers have three options if they wish to file a complaint. To speak directly with a representative, customers can call 503.823.5385. They will be prompted to leave a voicemail and an MHCRC representative will return their call as soon as possible. Customers can also send an email detailing their complaint to info@mhcrc.org. And finally, customers can fill out an online form on the MHCRC website at www.mhcrc.org/customer-support.

Community Technology Joins Planning and Sustainability

In 2022 the Office for Community Technology, which provides staff support to the Commission, joined the Bureau of Planning and Sustainability (BPS). With Portland voters approving City Charter Reform in 2022, the City of Portland is reorganizing in anticipation of a City Administrator arriving in 2025. BPS is a leader in land use planning and urban design, climate action, environmental stewardship, and community technology. BPS centers racial equity in its work and is dedicated to creating a future that is more equitable, healthy, prosperous, and resilient for all Portlanders.

Incorporation of MHCRC work into this larger portfolio brings several benefits to the MHCRC:

- MHCRC staff joined a bureau that is focused on equitable outcomes in the community. BPS brings expertise and systems that support community grantmaking, through several programs including the Portland Clean Energy Fund and the Smart City PDX Program.

- BPS provides support to several other commissions, including the Portland Planning Commission, and a new Climate Commission. This will bring a deeper level of administrative support to the commission's operations and program staff.

- MHCRC staff can now take advantage of a larger set of internal services resources, including robust finance and communications teams, dedicated people services and human resources support, and extensive technology and operations support.

THE BUREAU OF
PLANNING &
SUSTAINABILITY

Policy & Legislative Advocacy

The MHCRC monitors and advocates on behalf of the jurisdictions on legislation and policies that impact local authority and the provision of telecommunications services. This includes activities such as:

- Monitoring policy and legislation development at the local, state, and federal level.

- Advocating on behalf of Member Jurisdictions with state and federal elected officials.

- Providing comments and reply comments to policymaking bodies like the Federal Communications Commission (FCC), and the National Telecommunications and Information Administration (NTIA).

- Participating on boards and committees to ensure local community needs are included in policy development.

- Participating in local government coalitions to appeal policies that impede local government authority to manage the public right-of-way.

A few of the legislation, policy, and legal proceedings monitored in this reporting period included:

- Congressional legislation clarifying franchise obligations, advancing 6G technologies, and addressing digital redlining.

- State legislation related to broadband funding.

- FCC activities, including President Biden's nominations for open seats, rules providing more competitive choice of communications services in multiple tenant environments, broadband consumer labeling rules, rules addressing cable and satellite price transparency, and rules aimed at digital discrimination.

- Court cases related to net neutrality, cable operators billing practices, applicability of franchise fees to over-the-top (OTT) video service providers, and FCC definitions.

Historically, broadband funding has yet to be available to urban areas to support broadband infrastructure or digital literacy services due to the use of inadequate measures of need. Large federal funding opportunities through the American Rescue Plan Act (ARPA) and the Infrastructure Investment and Jobs Act (IIJA) are headed to the State broadband office for project allocation to communities around the state. Yet, both federal and state requirements heavily favor rural communities for funding. Our policy work is focused on barriers preventing urban cities like Portland from receiving any federal funding for broadband infrastructure and digital equity work and to ensure that the needs of urban communities are not overlooked.

Community Technology Grants

The MHCRC awards grants to nonprofits, community organizations, libraries, schools and government agencies within the six member jurisdictions through its Community Technology Grants program. Grants are awarded on an annual basis to projects utilizing media-creation tools and community media channels to address local needs and increase local discourse, civic participation and communication. For more information on program goals, eligibility, and how to apply, visit: www.mhcrc.org/community-grants. Grantees' completed videos can be viewed on Open Signal and MetroEast cable channels on the Comcast and Ziply cable systems.

In this reporting period:

10 Organizations were awarded grants

$925,408 Total grants

½ Grants prioritize racial equity as a central element

7 Organizations are first-time grantees

Examples of grantee projects awarded

Curious Comedy Theater

$255,620

Curious Comedy Theater's (CCT) "Amplifying Marginalized Voices" project will upgrade old equipment to ensure high-quality professional videos for performers and the community at large. The Curious Comedy Theater Annex will also be outfitted with video production equipment to allow for capturing and sharing our comedy performances. This grant will help more than 100 women and BIPOC comedians by capturing their performances which can be later used to promote themselves and build audiences on digital platforms.

Community for Positive Aging

$66,920

Community for Positive Aging (CFPA) is committed to addressing the social, cultural, environmental, and economic needs that impact the health and wellness of older, low-income seniors in Multnomah County. The "Supporting Low-Income Seniors through Health Navigation Digital Media Content" project seeks to produce 8 to 12 informational videos about a variety of topics including healthy aging, food access, case management options, access to safe housing and more. The videos will be translated into Spanish, Vietnamese, and Mandarin and shared out via MetroEast Community Media (MetroEast), and displayed on large screens at the community centers and other gathering places.

Portland State University School of Film

$85,675

Portland State University (PSU) School of Film's "Fifty Years after Title IX: Portland Women in Sports" project seeks to tell a multi-tiered story about women in sports as experienced by Portland-area female and non-binary athletes. Approximately 96 undergraduate students in the School of Film will work with production professors across six courses to produce three 60-minute programs for broadcast on both MetroEast Community Media and Open Signal. The produced programs will include game play, studio segments, short documentaries, and athlete profiles from the Oregon Ravens football team, a small independent women's football league.

Wild Diversity

$26,619

Wild Diversity's "Connecting with the Outdoors Video Series" project seeks to expand their reach to BIPOC and LGBTQ+ community members through the creation of at least 11 videos highlighting inclusive and diverse stories about nature, outdoor adventure, and the field of conservation. High school aged interns who identify as Black will learn how to produce, host, and film the outdoor exploration video series as a part of the "Tappin Roots Black Nature Educators Internship Program." All of videos aim to diversify the conversation/environmental field by both educating viewers and recruiting new BIPOC community members to get involved, explore nature, and feel welcomed in wild, outdoor spaces.

Other grantees included: Day One Tech, ELSO, Northwest Alliance for Alternative Media and Education, Portland Community College, Somali American Council of Oregon, and The Lotus Seed. For more information on the MHCRC Community Technology Grants Program visit: www.mhcrc.org/community-grants

TechSmart Initiative for Student Success Impact Report

The TechSmart Initiative for Student Success officially wrapped up in 2022 after investing nearly $16 million over eight years to schools within the Centennial, David Douglas, Gresham Barlow, Parkrose, Portland Public, and Reynolds School Districts. The TechSmart Initiative provided grants and evaluation resources for school districts to identify effective classroom instruction that uses technology to foster improvement in academic outcomes for all students, and to share the successful strategies across the school districts. The TechSmart Initiative aligned with the collective effort of the broader community engaged in the Oregon All Hands Raised Partnership. Each year, grantees participated in a quasi-experimental student achievement study in order to understand the progress made towards closing the achievement gap. The studies tracked TechSmart cohorts annually and compared their progress. Prior to the pandemic, several promising student achievement findings emerged, which are detailed in the report. Because of the TechSmart grants, which supported technology integration, curriculum development, and one-on-one coaching for teachers, students and teachers who had participated in the program were better prepared and adapted more quickly to the online learning environment mandated by the COVID-19 pandemic.

Read the full TechSmart Initiative for Student Success Final Impact Report: www.mhcrc.org/community-grants/techsmart-initiative
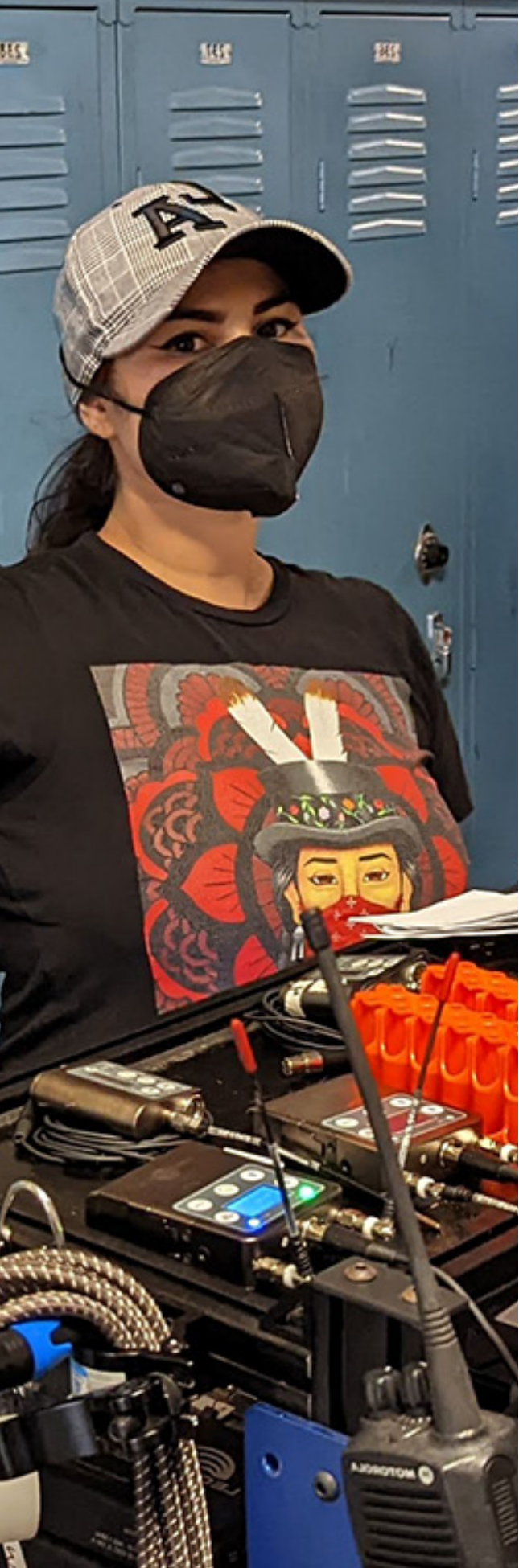
Community Media Centers

Open Signal in Portland and MetroEast Community Media in Gresham received capital funds from the MHCRC to provide the community with Public, Educational and Government (PEG) access to media creation tools and training, cable channel distribution, and a wide-variety of locally produced content which is viewable on cable television channels. Open Signal also received operating funds from the City of Portland while MetroEast Community Media received operating funds from the MHCRC.

Open Signal and MetroEast provide live, gavel-to-gavel coverage of local government meetings, professional production service to nonprofits and government agencies, and low to no cost media training and resources to the community.

Both facilities are dedicated to digital equity and inclusion, and communities who identify as Black, Indigenous, people of color; English language learners; people living with disabilities, people with low incomes; and the nonprofits who align with these efforts.

Government Meetings

- MetroEast produced 359 hours of live government meetings during this reporting period.
- Open Signal broadcast 119 Portland City Council meetings, 72 of which were hybrid meetings, totaling 535 hours.

Original Programming

- MetroEast cablecast 1,658 new programs and 1491 hours of original programming.
- Open Signal broadcast 9,737 new airings of work created by the community on its cable channels and online streaming network.

Workshops and Training

- MetroEast offered a total of 55 training workshops to 195 participants.
- Open Signal spent 923 hours facilitating/teaching people how to create content through its Cohort Program.

Spotlight on Open Signal

Labs Black Creative CO-OP Replaces Film Fellowship

2021/22 has seen a significant evolution in how Open Signal Labs an incubator for emerging African American filmmakers, engages with the Black creative community. After three years of effectively running a fellowship program, Open Signal has launched the Labs Co-operative. This is designed to bridge the gap between what was a more typical fellowship model and a values-driven studio model. Rather than working to develop six fellows through individual experience and skills-building projects, Labs will contract with four established creative producers to develop and complete projects already in the development/pre-production phase. This provides significantly increased support for producers to complete their projects. Labs will contract with the producers to allow them access to Labs resources including a project budget-adjusted stipend for the duration of the project's production period, access to workspace, equipment and staff support. The Co-operative Pilot is currently active with filmmaker/producer Kenny Hamlett and will conclude this fall at which point the selection of four new Co-op Members will be selected.

Other Labs work in 2021/22 included:

- Labs provided support for Bruce Poinsett's Blacktastic Adventure which brings to life characters Poinsette engaged with through the Urban League's State of Black Oregon project in 2017, as well as local characters who can speak to the Black experience in the Pacific Northwest.

- Open Signal Labs continues its partnership with Simple X to produce an ongoing video series to amplify Black professionals in Portland.

- Local nonprofit Imagine Black partnered with Open Signal Labs to welcome 2022 City Commissioner Candidates to an intimate discussion about the future of public safety in the city of Portland.

- Labs Executive Producer Ifanyi Bell partnered with local filmmaker Ime Etuk and his nonprofit Lionspeaks to produce an indie feature film, "Outdoor School". The film served as Etuk's feature directorial debut. Open Signal Labs worked with Outside the Frame to train 10 people to prepare them to work in various departments on the film.

- Open Signal Labs contracted with Talooka Studios to develop the upcoming Open Signal Labs standalone site. The new webpage will be a staging ground to articulate the vision of Labs work and sharing the work.

Spotlight on MetroEast

Mobile Media Innovation Lab

MetroEast Community Media's "Mobile Media Education Initiative" Project was awarded a grant in 2020. The project responded to transportation barriers to participation and sought to reach underserved youth through co-programmed workshops with schools and community organizations. The workshops gave participants hands-on media experiences and educational programming by bringing a complete gear library in an outfitted mobile van to various community sites. In 2021/22 MetroEast completed outfitting the vehicle with a lift gate, awning, side mounted projector and battery array. They also purchased laptops, iPads, software and other equipment to better facilitate the workshops. The Lab is also freshly wrapped and branded, with an inclusive design representing the diverse East County community. They are now using the vehicle for workshops, Media Popups and cultural events. This included, for example, visits to Nadaka, Red Sunset and Gresham main city parks, appearances at Rosewood Initiative's events, and The I Love Rockwood Festival.

The MetroEast Production team worked on a series of videos for the Clean Rivers Coalition. This included The Connection series, which brings the Native voice to the fore as our connection, disconnection, and reconnection to water is highlighted from various perspectives.

MetroEast also worked closely with Rosewood Initiative with its digital navigator's program. Digital Navigators are individuals who address the whole digital inclusion process — home connectivity, devices, and digital skills — with community members through repeated interactions. Often at trusted community-based organizations, Digital Navigators are familiar with resources that relate to digital equity, and they help residents learn to use critical online services that guide food support, rent, education, employment, childcare, government benefits, and more.

Strategic Planning

This strategic planning process will be a dialogue with participating jurisdictions to discuss the work of the MHCRC and future needs of member jurisdictions regarding the cable and telecommunications system. The goal of the planning process is to develop a long-term strategy and create recommendations for a refreshed Intergovernmental Agreement (IGA) to achieve those priorities.

Established in 1992 and amended in 1998, the MHCRC IGA outlines the Commission's purpose, powers, membership, meetings, rules of procedure, and officer structure. The IGA grants the MHCRC the authority to advocate for and protect the public interest in the regulation and development of cable communications systems within the Jurisdictions; to monitor and help resolve cable subscribers' concerns in these jurisdictions; and to participate in the planning and implementation of community use of cable communications technologies which make use of the public right-of-way. While the MHCRC has continued to expand its expertise as technologies converge, the IGA has not been updated in 23 years.

- Cable communications systems have evolved beyond cable television to include broadband, but the policy structure governing local authority has not kept pace.

- Over the years, the Commission has managed up to four cable franchises and now oversees two for the East County Jurisdictions and one for Portland.

- Companies that do not offer video service are no longer regulated by the cable franchise agreements or the 1984 Cable Act. Federal law does not provide the same legal framework to support local governments' work with telecom and internet companies.

- Some portions of the staff services agreement, which accompanies the IGA, have become obsolete.

- Changes in technology, changes in the structure of cable and telecommunications industry, and changing civic process (hybrid public meetings) are changing the business model of the community media centers: Open Signal and MetroEast Community Media. The member jurisdictions will need to consider the best way to support the long-term financial stability of these valuable community institutions.

The Strategic Planning process will occur over the course of 2023 and early 2024. The Commission is hiring a consultant to facilitate the process, which will include meetings and interviews later in 2023 with each of the member jurisdictions, and with the MHCRC's grantee community including the community media centers. Recommendations will be presented to the Commission and member jurisdictions in mid 2024. The MHCRC intends to update the IGA and staff services agreement to reflect current and future goals of the jurisdictions.
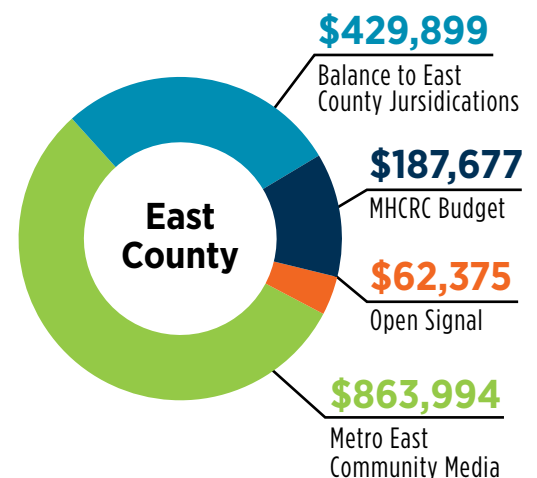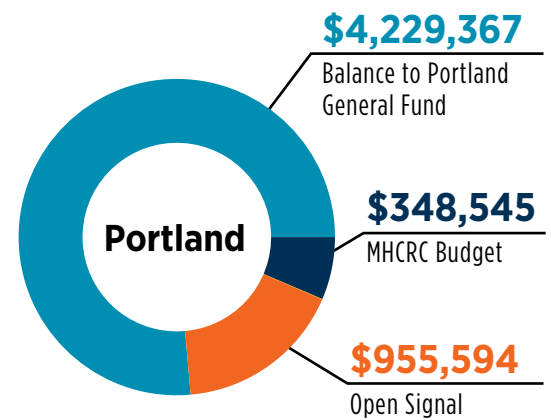
Fiscal Year 2021-22

MHCRC Operating Budget

Revenues	Budget	Actual
City of Portland Appropriations	$348,545	$348,545
East County Appropriations	$187,678	$187,677
FY 19-20 Carryover	$0	$0
Capital Compliance Allocation	$566,411	$433,868
Interest Revenue Allocation	$146,797	$58,380
Total Revenues	**$1,249,431**	**$1,028,470**

Expenditures	Budget	Actual
Personnel Services	$694,024	$591,481
Professional Services	$292,810	$91,806
Other External Materials & Services	$32,709	$14,056
MHCRC Fund Audit	$15,000	$15,000
Internal Materials & Services	$76,303	$75,730
General Fund Overhead	$25,000	$25,000
Contingency	$113,585	$0
Total Expenditures	**$1,249,431**	**$813,072**
Year-end Balance	$0	$215,398

Funding Support for Community Media & Grants (based on PEG Funds)

$1,566,576
Community Media Capital

$2,491,985

$925,409
Community Tech Grants

Franchise Fee Disbursement

Portland

$4,229,367
Balance to Portland General Fund

$348,545
MHCRC Budget

$955,594
Open Signal

East County

$429,899
Balance to East County Jursidications

$187,677
MHCRC Budget

$62,375
Open Signal

$863,994
Metro East Community Media
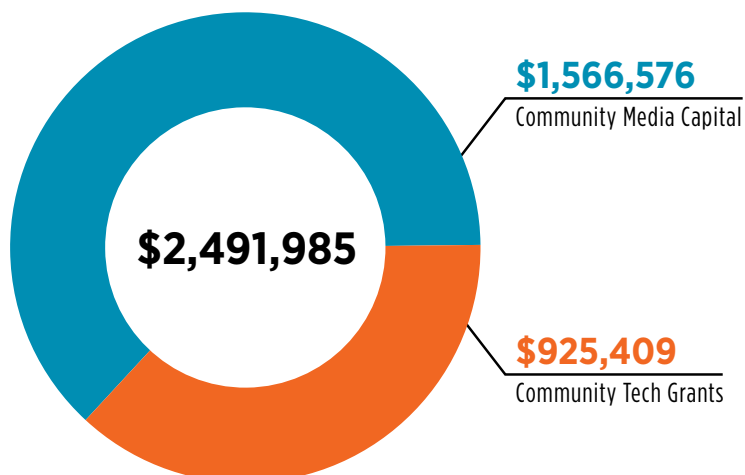
$4,659,266
Total franchise fee disbursement to member jurisdictions

7.5% of franchise fees spent on MHCRC Operations
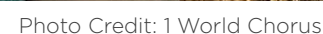
Photo Credit: 1 World Chorus

MHCRC

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale & Wood Village

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503.823.5385 | info@mhcrc.org | www.mhcrc.org

This report produced by MHCRC staff and the City of Portland.
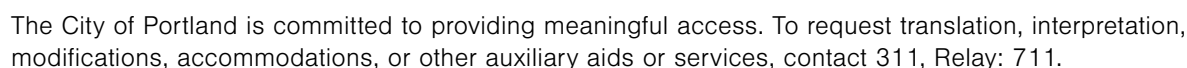
TECHSMART IMPACT REPORT

2014-2022

MHCRC TechSmart INITIATIVE

MHCRC

TECHSMART INITIATIVE

$15,884,647
FUNDS AWARDED

The Mt. Hood Cable Regulatory Commission (MHCRC) launched the TechSmart Initiative for Student Success in fall 2014, with plans to strategically invest a total of approximately $19 million through 2023 in local public schools to positively impact academic outcomes for all students in Multnomah County. The TechSmart Initiative aligned with the collective effort of the broader community engaged in the All Hands Raised Partnership.

The MHCRC had two overarching goals for the TechSmart Initiative: 1) MHCRC funded School districts will understand and implement effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students, and 2) The MHCRC and school districts will validate and disseminate effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students. The MHCRC invested in district efforts to equitably close the achievement gap and make progress on academic outcomes key to student success, including kindergarten readiness, 3rd grade reading, 8th grade math, 9th grade credit attainment, high school graduation, and English language learners' annual progress.

The MHCRC is made up of 8 dedicated community volunteers, backed by professional office staff. It was created by an intergovernmental agreement (IGA) among the cities of Fairview, Gresham, Portland, Troutdale, Wood Village and Multnomah County ("jurisdictions") in an effort to provide enhanced public benefits from cable communications franchising and regulation.

INITIATIVE GOALS

1 School districts funded by MHCRC grant investments will understand and implement effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students.

2 The MHCRC and school districts will validate and disseminate effective instructional strategies and practices that use technology to foster improvement in academic outcomes for all students.

FCC CHANGES

In 2018, the Federal Communications Commission (FCC) proposed a new rule (621 order) that would negatively impact local communities to the benefit of cable companies. The rule undermined public benefits (which are the basis for the MHCRC's grant funds) negotiated in cable franchise agreements and allowed companies to deduct from franchise fees the value of certain benefits, such as community access channels or live video transport of city council meetings. After a public comment period during which the MHCRC joined a coalition of 35 local governments to fund and file comments opposing the proposed rule, the FCC did adopt the rule and the order took effect in September 2019. In response to the rule, the MHCRC was no longer able to fund certain types of projects. Unfortunately, TechSmart funding was cut short by about $3 million due to concerns over the 621 order.

DAVID DOUGLAS SCHOOL DISTRICT

Two grant projects were conducted with David Douglas School District involving the purchase of equipment such as Chromebooks and Smart Boards, providing a technology integration coach, and funding professional development to support staff with the goal of utilizing technology to improve kindergarten readiness, 3rd grade reading outcomes, English language learners' progress, increased student achievement in mathematics, and closing the achievement gap of historically underserved populations.

REYNOLDS SCHOOL DISTRICT

Two grant projects were conducted with Reynolds School District. The first focused on improving student achievement in 8th grade math, 9th grade credit attainment, and English learners' progress by providing devices including Microsoft Surface Pros (teachers), short throw projectors, Dell Venues (students), and 3D printers. The second project focused on expanding "Constructivist Classrooms" across high schools to assimilate the use of technology throughout the student and teacher instructional experience.

GRESHAM-BARLOW SCHOOL DISTRICT

Two grant projects were conducted, with the first involving the purchase of iPads for kindergarten students, Chromebooks for students in grades 1-3, and professional development to support staff with the goal of improving 3rd grade reading outcomes and English language learners' progress. The second project focused on embedding technology in middle school math to provide targeted support for increasing 8th grade student achievement in math and 9th grade math credit attainment.

6 School Districts

9 Funded Projects

10+ TechSmart funded **over 10 different types of devices** including but not limited to Chromebooks, Smart Boards, robotics kits, projectors, sound bars, and production kits.

16+ TechSmart funded **over 16 different types of applications** including but not limited to Lexia, MyOn, Seesaw, Google Classroom, Jamboard, iReady, Sphero, Flipgrid, Schoology, and Office 365.

PORTLAND PUBLIC SCHOOL DISTRICT

This five-year grant project supported the K-5 Equity-Based Balanced Literacy (EBBL) framework adoption at Portland Public Schools. Thirty-one schools across the district received professional development and technological infrastructure with the goal of improving 3rd grade reading outcomes and English language learners' progress.

CENTENNIAL SCHOOL DISTRICT

This grant project funded Chromebooks for students and staff, projectors and document cameras for classrooms, digital microscopes and other experiential science technology, Hapara licensing, a STEM coach, and PD for teachers, all with the goal of increasing Project-Based Learning to close the achievement gap for historically underserved populations.

PARKROSE SCHOOL DISTRICT

This grant project provided technology infrastructure and teacher professional development to support 1:1 student devices with the goal of improving the district's performance on the student success indicators of 9th grade credit attainment, English language learners' progress, and high school graduation.

TechSmart Funding Allowed Districts to TAKE RISKS

All districts were afforded the ability to try new technologies, new instructional strategies, and new PD formats using the TechSmart funding!

In Portland Public Schools (PPS), TechSmart funding combined with a small scale start in 5 schools, allowed for trial and error with high-risk program elements like expensive tech programs, devices, and infrastructure to see how successful they were within the school environment. Providing a large supply of Chromebooks was also a big risk and required building out technical support.

In Reynolds School District (RSD), the TechSmart funding allowed the district to take instructional risks like trying out a flipped classroom model and purchasing expensive technology such as 3D printers and short throw projectors for Math classrooms. RSD also took a risk by pairing TechSmart PD with their pre-existing lab cycle format.

" The fact that we were supplying classrooms with so many Chromebooks was a huge risk in itself. This meant that we had to work on building our district support technically, professionally, and developmentally to make that happen. That is something that we would not have done without TechSmart.

-PPS Techsmart Project Manager

" Our teachers have used tech to create a flipped classroom in which the students review lessons at home as a part of homework and prep for the next day. Teachers then use class time to engage with students about their learning and observations. This allows teachers and students to dive deeper into content.

-RSD principal SY 19-20

TECHSMART SCHOOLS WERE PREPARED FOR THE PANDEMIC

- Students were familiar with Google classroom and SeeSaw

- Students knew how to use Chromebooks

- Teachers had established Google classroom environments

- Teachers knew how to embed videos and links in classroom content

- Teachers were able to use more sophisticated tools due to comfort level with learning new technology

- Students could easily login to devices

"My students were already practiced at online instruction. Distance learning was not much different, except that my communication was through email or Microsoft Teams"

-TechSmart School Teacher
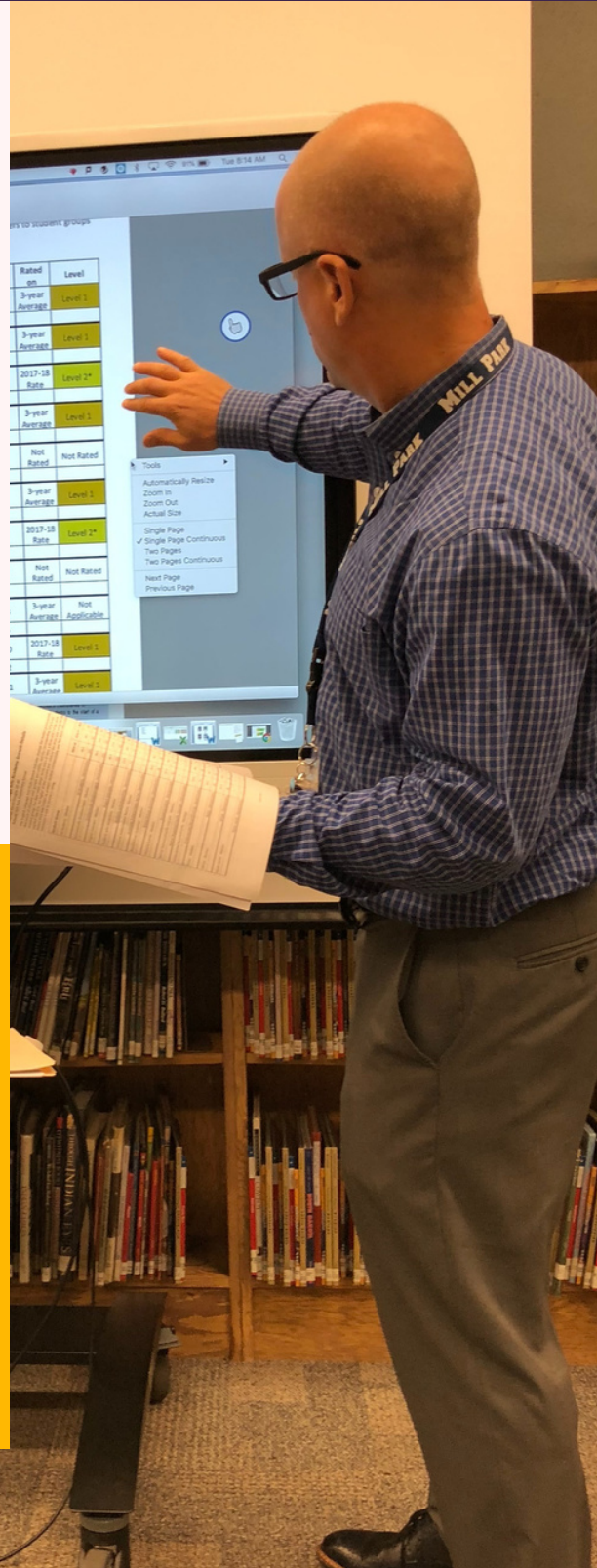
GRANT SUCCESSES TO REPLICATE

1 **START SMALL & SCALE UP**

PPS started with 5 TechSmart schools in Year 1 and eventually scaled up to 31 schools by Year 5. Starting small allowed the district to "try technologies, processes, and instructional strategies and not get it right the first time" and "test solutions in a single school" to then replicate successes with others.

RSD started with a cohort of 13 math teachers in Year 1 of Grant 1 and expanded it to all middle and high school math teachers by the end of Grant 1. Grant 2 expanded to all high school teachers at Reynolds High School and Reynolds Learning Academy.

In David Douglas School District (DDSD), starting small with TechSmart in one elementary school for Grant 1 became a model for the district's internally funded grant program called the Google Ninjas. This program later funded 50 Chromebook carts across the district.

2 **SHARED LEARNING ACROSS DISTRICTS CONTRIBUTES TO SHARED SUCCESSES**

Goal 2 of the TechSmart Initiative was focused on disseminating findings. Through the annual TechSmart shared learning events and other informal networking, districts were able to share successes and challenges and learn from each other's experiences. Districts had conversations and school visits to see what other schools were doing. Monthly tech meetings paved the way for increased communication and collaboration around technology within schools.

A group of technology coaches from East County districts (RSD, GBSD, DDSD) chatted in the hallway after the first TechSmart shared learning event in 2017. This resulted in the formation of the East County Technology Consortium which was a group of tech coaches that met monthly to share learnings. Today this group is hosted by the MESD and continues to hold monthly tech meetings.

> " I think it was great hearing from other districts what they were doing. How they were rolling things out. We were able to learn from other districts. I know vice versa, we've been able to share with other districts what we did. I think all of us learned something from each other. We were able to have other districts come in and visit with us and see what we're getting in our schools and have a lot of conversation, not just about us, but what they were getting too."

> " TechSmart allowed and paved the way for districts to communicate and collaborate with each other for technology."

GRANT SUCCESSES TO REPLICATE

3 **COACHING WAS IMPERATIVE TO INCREASING TECHNOLOGY SUPPORTED INSTRUCTION FROM TECHSMART TEACHERS**

" "I think especially for schools that had year after year of full coaching, there were lasting big changes in those teachers, in how they approach, and how they're integrating technology."

" "I think the biggest success and the most integral part was the coaching design. The coaching model was key because that's what really moved the needle and that's what really showed the biggest support to the teachers and the staff."

" "I can't even imagine if there was not a tech coach in the district or if a couple of the schools hadn't gone through this TechSmart initiative, how uncomfortable people would be using technology."

4 **CONSISTENCY IN LEADERSHIP MATTERS**

TechSmart gained substantial footing at PPS in 2018 with the hiring of the Director of Learning Technologies who would remain throughout the rest of the grant along with TechSmart Program Lead, and lead TechSmart TOSA (Teacher on Special Assignment).

RSD maintained consistent leadership throughout the entire TechSmart initiative. The lead TechSmart administrator became the first to hold the district leadership role of Director of Instructional Technology when it was established in 2019.

DDSD leadership remained consistent throughout the two grant cycles and has largely been placed in the hands of the district Technology Integration Coach, who stated, "I was very fortunate to work with two amazing directors who were 100% behind the TechSmart work and very supportive too. They would take TechSmart reports to cabinet meetings to show proof of grant success and advocate for the work!"

Districts with less consistent leadership, including Centennial School District and GBSD, struggled to maintain grant momentum, particularly through the pandemic.

A focus on "high need" schools: The first PPS grant Cohort included one Title I school and one high-income school along with three mid-range SES schools in order to compare differences in initial implementation. Through Cohort 1, the district saw clear evidence that improvements in infrastructure and technology accessibility should go toward schools with the highest need. By the end of the initiative, the grant was targeting all Title I schools.

> TechSmart allowed us to think about things in terms of what kids are going to need, and making sure that we're getting a good balance...We kept that balance in the first couple of years. Then after that, we started to really focus on the Title I schools...It was clear that we needed to."

Digital Access became a priority during the pandemic: The pandemic forced districts across the country to see that simply giving students a device did not provide them access. Being prepared with the devices allowed TechSmart districts to focus on access during the pandemic.

> People didn't really know what a dead zone was...It really shined the light on our need for internet access for all. We have since had the City of Wood Village reach out to put some money towards increasing internet access for our entire community."

TechSmart at the Forefront of **DIGITAL EQUITY**

Equity became infused into everything... including technology:

> At some point our TechSmart team started saying, "There's not a department that does this specifically anymore, so it has to be us. We have to figure out what we're doing in our coaching to make sure that our teachers are thinking about racial equity first and foremost when using technology."

TechSmart in the classroom vs. comprehensive distance learning (CDL):

> The challenges that come with distance learning, however, can't be overstated. In-classroom use of TechSmart tools increased equity and engagement. As students have shifted to work at home, access to devices, internet, and peer and staff support is highly varied and inequitable. Many teacher plans, especially around PBL work, have been thwarted or underwent significant revision. This new educational landscape has some benefits, such as students and teachers quickly learning new technology tools, but many impacts have been negative. We recognize these challenges and seek ways to grow equity and best practices as we continue into the next school year."

Student centered learning:

> Technology provides the opportunity for learning to happen without that central control by a teacher. We need to help teachers understand if there's commotion in the room, that doesn't necessarily mean that things are out of control, it doesn't necessarily mean that learning isn't happening. How do we reframe a teacher's understanding of what their role is in a classroom if the technology is there? It's the same mentality that both our equity department and our efforts towards technology integration, were both about overcoming these traditional practices that were rooted in white supremacy and that they can work and should work side-by-side."

SUCCESS STORIES

Early TechSmart Successes in David Douglas School District:

"I always think about a first-grade teacher from Earl Boyles who at the start of TechSmart and was so "anti-technology" that she made her student teacher check her email. She was that hands-off. Through TechSmart she got introduced to new technology including a SMART Board and Chromebooks. We worked with each other so much and by the end of the Earl Boyles Grant, she was making a troubleshooting document for all the teachers. She was one of the technology leaders and that's truly, truly amazing."

-DDSD Technology Coach

TechSmart paved the way for district level strategic change in Reynolds School District:

District administration discussed how TechSmart set the district up for future technology infrastructure.

"Our district's strategic plan has changed over the course of TechSmart in a big way. The creation of a whole department to support the instructional side of technology was very strategic. During our first TechSmart grant, we saw a desire to increase technology in other departments and grade levels outside of 6th-9th grade math. Because we haven't had stable funding from the state, this desire pushed us to look for different opportunities in how to fund technology in the district. The work with MHCRC set us up to specifically look for technology grants and look for novel ways to support the integration of technology into the classroom. We received these other grants because of the structure we had put into place in our first TechSmart grant. The partnership with MHCRC has set us up well and I cannot imagine the current situation without it."

-Reynolds Administrator

SUCCESS STORIES

Gresham Barlow School District made early strides towards differentiated instruction to support at-risk students

Gresham Barlow School District's (GBSD) first grant showed early evidence of technology-supported differentiated instruction to support at-risk subgroups working towards the TechSmart goal of reducing the achievement gap. A GBSD teacher in 2018 said the following:

"I am able to use tech to assign certain levels of reading to specific kids. This allows everyone to have the same content but not at the same reading level. So when they have a discussion, the kids at different levels are able to participate in the same conversation because they've been exposed to the same things but at their own level. Plus, using the device allows students to have privacy around reading level which increases confidence."

Project Based Learning showed early promise in Centennial School District

Centennial School District's TechSmart grant focused on the use of technology-supported Project Based Learning instruction to foster student creativity, collaboration, communication, and critical thinking. The district showed early momentum in this work as described by a teacher in Year 1 of the grant:

"We got into the final project for the project-based learning and students were making the videos. They would have worked on that for a month if I would have let them. They were super engaged with that and I've never seen that with any other activity that we've done in class before. Students would come in and get started working before class started and I was just there to help them if they needed something. They were self-motivated and it was really cool."

Parkrose School District worked through growing pains of technology integration to inform future Grant design

Parkrose SD was the first school district to receive a TechSmart grant in 2014 and had a few key lessons learned that helped pave the way for future TechSmart grant funding decisions:
- Investing initial funding in the district Wifi infrastructure was imperative.
- Due to lack of engagement with group PD, the district learned over the course of the grant that push-in support from the IT director was more beneficial for adapting teaching strategies using the technology. All grants following this were required to have a technology coach in the project plan.
- 1:1 device distribution at the high school resulted in lessons learned around device maintenance, check-out procedures, and content management.

Clever Badges at Portland Public Schools created one less growing pain during the Pandemic

The PPS TechSmart team experienced problems early on with students of all grade levels but especially K-1 struggling to remember and/or type their device passwords (learning numbers, learning to type, learning their birthdates). Clever badges allowed students to log in quickly without knowing their birthday and allowed them to use any Chromebook in the room. Instructional time increased immediately, especially for historically underserved students (see graph). Teachers and coaches reported that logging in took significant parts of instruction time, and caused frustration for students. Clever badges were immediately adopted at all schools during the pandemic and made the shift to comprehensive distance learning less challenging.

2016-2017

Usage of Lexia by Race

Implemented Clever Badges

- ●— Historically Underserved
- ●— Not Historically Underserved
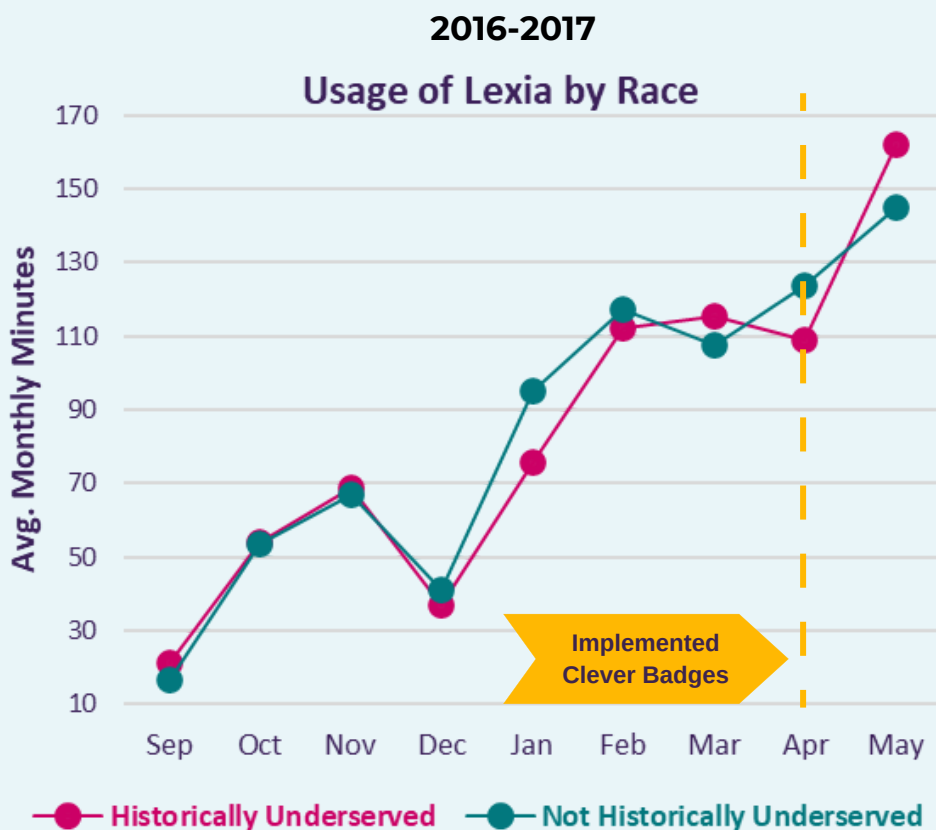
TECHSMART STUDENT ACHIEVEMENT

The TechSmart Initiative was designed to support the **Oregon All Hands Raised (AHR) Partnership**, which launched in 2012 with a goal of supporting Multnomah County youth from cradle to career. In order to support the community in improving the academic and social well-being of Multnomah County children, the AHR partnership prioritized 12 community-wide indicators that span kids' development from birth to career. The goal of establishing these indicators was to help facilitate thoughtful and measurable action with an acute focus on racial equity.

TechSmart projects were required to work towards one or more of the community indicators present in K-12 education including:

- **Kindergarten Readiness**
- **Kindergarten Attendance**
- **3rd Grade Reading**
- **6h Grade Attendance**
- **8th Grade Math**
- **9th Grade On Track (Credit + Attendance)**
- **High School Graduation**

> Learning doesn't begin and end in the classroom. Transforming children into educated, independent adults is the job of the entire community. The All Hands Raised Partnership gathers Multnomah County's diverse efforts and harnesses them to support kids before, during and after school—from cradle to career."
> -All Hands Raised Historical Publication, Ch. 1.

TECHSMART STUDENT ACHIEVEMENT

Each TechSmart evaluation included a quasi-experimental student achievement study in order to examine the impact of the TechSmart Initiative on one or more of the AHR community indicators and understand progress towards closing the achievement gap. Student achievement studies tracked TechSmart cohorts annually and compared progress to either a real time comparison cohort or a historical comparison cohort. Prior to the pandemic, several promising student achievement findings emerged as highlighted below.

David Douglas School District

The EasyCBM assessment was used to examine literacy progress for Earl Boyles students involved in the first DDSD grant. Although this tool is traditionally used for instructional purposes and not evaluation, PRE tracked the percentage of students performing at benchmark on the assessment over time. The graph below shows the percentage of students performing at benchmark for TechSmart Cohort 1 and their comparison group over the course of the grant. The percentage of Cohort 1 students who performed at or above benchmark increased steadily from 1st to 3rd grade, surpassing the percentage of comparison group students who performed at or above benchmark in both 2nd and 3rd grades. There was no consistent trend in the comparison group, indicating TechSmart had a substantial benefit for Earl Boyles students in Cohort 1.

Percent of Students Who Performed at Benchmark
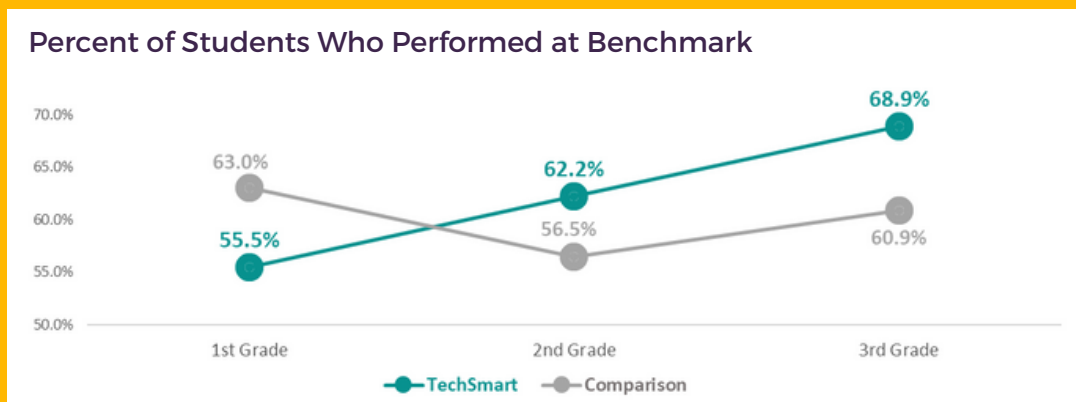
Reynolds School District

Student achievement data examined for RSD TechSmart students in the SY 17-18 evaluation revealed promising findings. **Results showed that by 7th grade, TechSmart Cohorts 1 and 2 had earned, on average, a significantly higher number of math credits and overall credits when compared to a historical comparison group**. Cohort 1 and 2 students from historically underserved subgroups (e.g., students of color, Special Education students, English language learners) were also showing higher math credit attainment than the historical comparison group, providing evidence that TechSmart was closing the achievement gap.
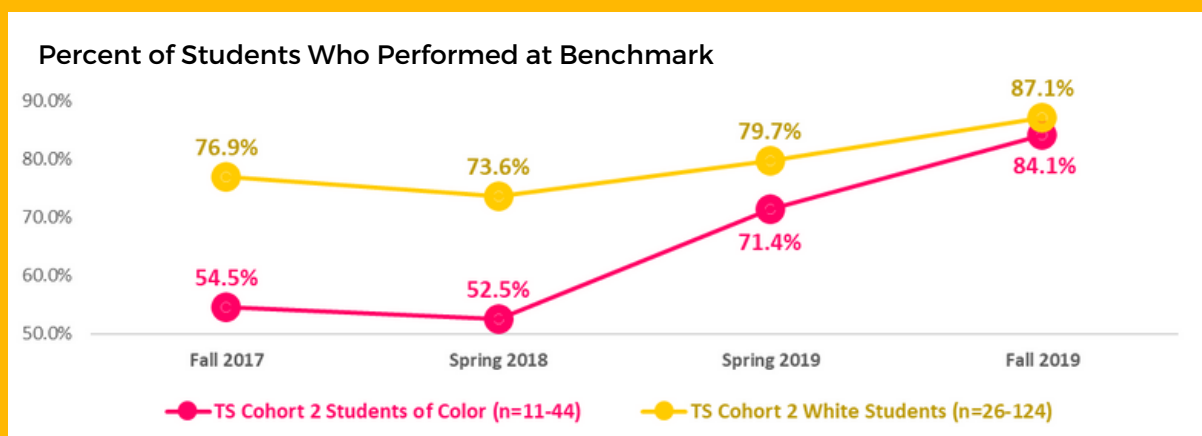
TECHSMART STUDENT ACHIEVEMENT

Gresham Barlow School District

The SY 19-20 evaluation for GBSD showed promising achievement findings for the first cohort of TechSmart students on the DIBELS assessment. PRE tracked the percentage of students performing at benchmark on the assessment over time. The graph below shows the percentage of students performing at benchmark for TechSmart Cohort 1 and their comparison group over the course of the grant. A higher percentage of TechSmart Cohort 1 students performed at benchmark than their comparison group across all three grades from 1st grade to 3rd grade. Please note that results are descriptive in nature.

Percent of Students Who Performed at Benchmark

	1st Grade	2nd Grade	3rd Grade (Fall)
TS Cohort 1 (114)	58.8%	65.8%	55.2%
Comparison (n = 110)	55.5%	57.3%	49.0%
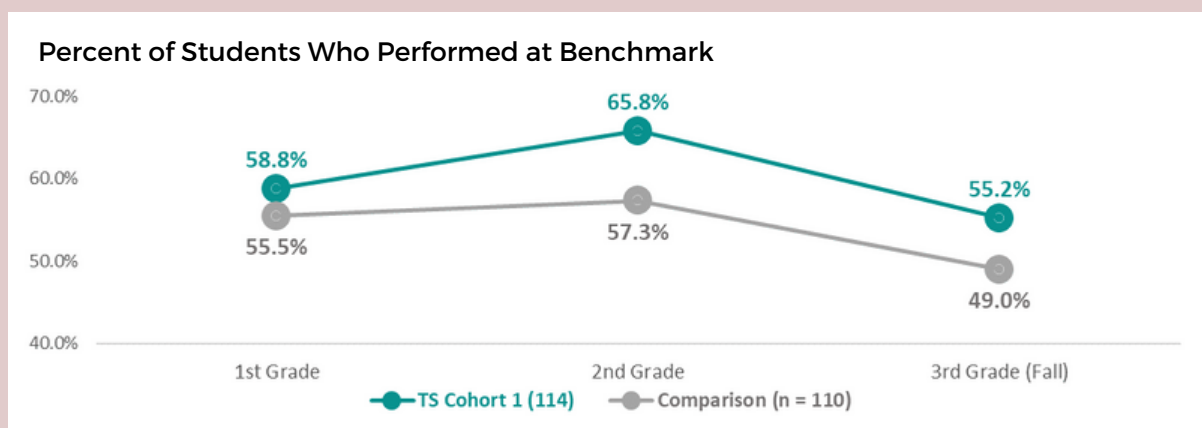
Portland Public Schools

The SY 19-20 PPS evaluation showed evidence of a reduced achievement gap between students of color and white students in TechSmart Cohort 2. Examination of the percentage of students reaching benchmark on the DIBELS showed that the achievement gap closed in SY 19-20 to only a 3 percentage point difference between white students and students of color, as shown in the graph below. Please note that results are descriptive in nature.

Percent of Students Who Performed at Benchmark

	Fall 2017	Spring 2018	Spring 2019	Fall 2019
TS Cohort 2 Students of Color (n=11-44)	54.5%	52.5%	71.4%	84.1%
TS Cohort 2 White Students (n=26-124)	76.9%	73.6%	79.7%	87.1%

LIMITATIONS OF STUDENT ASSESSMENT DATA

This report does not include student achievement findings beyond 2019, due to lack of comparison groups and limited ability to access reliable assessment data. The COVID-19 pandemic played a substantial role in limiting the availability of student achievement data from the 2019-20 school year onward. Impacts of the pandemic on student achievement data included:

- In Spring of 2020, all schools transitioned to virtual instruction and all students began receiving instruction via technology. This limited PRE's ability to draw comparisons between TechSmart and non-TechSmart schools moving forward, as all schools were receiving some level of technology-integrated instruction.

- State testing was not completed in 2020 or 2021 due to the pandemic. This greatly impacted PRE's ability to examine 3rd grade reading and 8th grade math outcomes for TechSmart projects.

- Some formative assessments were conducted during Comprehensive Distance Learning (SY 20-21), which could be used to examine student achievement in some districts. However, the data often lacked reliability and were incomplete in many cases since the assessments had been administered virtually.

WHATS NEXT FOR EDUCATION TECHNOLOGY?

In the final TechSmart closeout interviews, administrators discussed what is next for Education Technology. The response was clear that technology will continue in our districts noted by one district administrator:

> " I think technology is here to stay. Chromebooks particularly are here to stay in our schools. I'm not super concerned long term about the will to fund technology."

In terms of what is coming next, district administrators shared the following:

- **Reframing the traditional role of the teacher**. Some TechSmart districts are working to reframe the traditional understanding of the teacher's role in the classroom now that technology is present. There is a goal to help teachers see that commotion doesn't mean they have lost control, but learning is indeed happening. "Technology provides the opportunity for learning to happen without that central control by a teacher."

- **Intentional use of Applications:** Districts are being more intentional about the use of technology applications. DDSD shared an Educational Program App Approval Flow Chart that asks questions like:
  - Does it align with district and curriculum goals?
  - Is the site free of ads?
  - Is the content appropriate for student viewing?

- **Student Data Privacy:** In line with being more intentional about the use of technology applications, districts are increasing their focus on student data privacy. DDSD performs a risk analysis and requires vendors to sign a "Data Privacy Agreement" in order for an application to be approved for classroom use.

- **Device Maintenance and Continued Innovation:** Districts commented on the fact that in addition to keeping up with all the technology added over the life of the initiative, including 1:1 devices, there will be a need to continue innovating to what is next in the world of Educational Technology, as noted by one administrator, "How will we fund interactive technology and when do we start looking at this? What's that next technology coming around the corner and how do we innovate from here?"

THANK YOU