



Brunswick Area Television
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Brunswick, OH 44212
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GOVERNMENT ACCESS CHANNEL POLICIES (effective 4/20/07)

MISSION STATEMENT: Brunswick Area Television's Government Access Channels will strive to keep residents informed of the services, programs and activities of the City of Brunswick, Brunswick City Council, Brunswick Hills Township Trustees and their Administrative staffs through the video medium.

Brunswick Area Television's Government Access channels will provide gavel to gavel coverage of a variety of meetings of boards and commissions of the City of Brunswick, Brunswick Hills Township and Medina County. Other programming will be used to provide residents with direct, non-editorial information, and to provide educations, entertainment and public information materials sponsored by the City, Township and County. Priority will be given to programs or announcements concerning emergency information concerning public safety or health. The cable channels are not intended to be political forums, nor as a mechanism for building support for a particular policy, program or issue not supported by a majority of the respective Boards or Councils.

PRIORITIES

The following general priorities will apply to the Government Access Channels, and may be altered on a case by case basis by the Cable Coordinator's Office.

- 1) Programming of an emergency nature, involving public safety or health matters.
- 2) Programming of or about meetings of policy-making bodies such as City Council, Township Trustees, or County Commissioners.
- 3) Programming of various departments and their services.
- 4) Programming of a county, state, or federal government agency, or other agencies and authorities that use public dollars.
- 5) Programming produced by outside sources, relevant to local government.

MANAGEMENT

Management and programming of the Government Access Channels is provided by the City of Brunswick, administered by the Cable Coordinator. Decisions regarding programs or schedules may be appealed to the City Manager.

POLITICAL PROGRAMMING

No political programming will be permitted on the Government Access Channel with the exception of providing factual information on any ballot issue directly affecting our residents. Direct access to the Government Access Channels for political programming by individual candidates, or supporters of any candidate or issue will not be provided on the Government Access Channels. All political programming is welcome on the City's Public Access Channel.

Candidate forums may be carried on the Government Access channels, provided the events are sponsored by another community organization, and all candidates and issue supporters are provided with the opportunity to participate. These forums must address candidates and issues directly facing voters in Brunswick and Brunswick Hills Township.

Candidates for election or re-election to a publicly held office shall not be provided access to the Government Access Channels or facilities for a period of sixty (60) days prior to the election for that office, except in the normal course of their official duties during telecast of public meetings. Candidates may appear in forums as outlined above.

EDITING POLICY

Public meetings - Any public meeting shall not be edited nor subjected to editorial comment. Meeting coverage will be from gavel to gavel. Programs produced in the studio that summarize legislative activity may include edited segments of meetings previously shown in their entirety.

Full editorial control of department programs will be made by the Brunswick Area Television staff. Any video submitted to the Government Access Channels may be modified or edited as appropriate.

Bulletin Board messages - Messages may be submitted by appropriate user departments, agencies and individuals who are representatives of a government entity serving the City of Brunswick, Brunswick Hills Township, Medina County or the State of Ohio. Editing by the Brunswick Area Television staff to provide clarity and maximum utilization of pages available may be required.

The City of Brunswick shall not be held responsible for the accuracy of any information cablecast over the channel that was submitted by outside sources.

PROMOTION AND ENDORSEMENT

Promotional announcements for City, Township or County sponsored events, programs and activities will be permitted on the government access channels. Promotional announcements for events, charities or outside organizations in which the City has no official interest or sponsorship may be submitted to the public access channel.

RETENTION AND OWNERSHIP OF TAPES

All videotapes and content are the property of the City of Brunswick.

One copy of all, completed programs will be maintained by the City of Brunswick for a period of one year.

As a general policy, Brunswick Area Television will not retain original, unedited videotapes of staff produced programs, meetings and events. At any time, tape originals may be reused and the original material erased at the discretion of the Cable Office.

Videotapes shall not be considered an official record of any meeting and there shall be no liability for inadvertent erasure or omissions.

COPY REQUEST

Copies requested by the public will cost \$15 per event that is contained on one videotape or DVD. Only copies of the entire program will be available.