

**2006**  
**3<sup>rd</sup> Quarter Report**  
January 1, 2006 – March 31, 2006

*Montgomery*  
**COMMUNITY TELEVISION, INC.**

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Rockville, MD 20855  
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## **OUTREACH/ADVOCACY**

Access Montgomery engaged in a number of activities to raise awareness of its mission, services and benefits.

### **Non-Profit Initiatives**

An area of renewed focus is to collaborate with non-profits. Community Project Managers (CPM) have begun fielding dozens of calls from interested non-profits hearing more about Access Montgomery and subsequently wanting to learn how to take advantage of the opportunity to use television as an advocacy tool. These inquiries from such Montgomery County based organizations as the National Center for Children and Families will likely lead to partnerships drawing in potential new volunteers as well as potential on-air program development opportunities.

### **Additional Outreach Activities**

- Initiated discussions with the National Oceanic and Atmospheric Administration's office of information regarding the development of regular NOAA programming.
- Initiated contact with the YMCA Youth and Family Services department to develop a public service announcement as part of our Down County service initiative.
- Continued participation in the Leadership Montgomery class 2006 by the Executive Director.
- Initiated discussion with Latino Health Initiative to produce a one-hour program on Hepatitis C, health PSAs and a 30 minute program encouraging good healthy living, in place of a Town Hall meeting.
- Met with the Media Resource Technician at Magruder High School in Silver Spring to discuss providing technical support to their daily live news program and getting students to volunteer.
- MCPS Drug and Alcohol Program - Drawing the Line on Underage Drinking – Participated in awarding a student video competition. The winning entries will be scheduled on the channels in the near future.

### **Member/Person Status**

Access Montgomery has a total of 2,705 active members. This total includes both the number of member-guide and member individuals to date. For 3<sup>rd</sup> quarter, 69 members joined MCT and four members became inactive. Since the beginning of the fiscal year, July 1, 2006, MCT has gained more members than lost: 307 members gained, 41 members lost.

## Person Status and Type Count for Quarter 3

*Person Type	Active	Inactive	Suspended	Grand Total
Associate	1	1		2
ExecProducer	2			2
Member	623	1,008	1	1,632
Member-Guide	2,082	10		2,092
Presenter	76	3		79
Prospect	1			1
Prospect UR	1			1
PSCClient UR	1			1
Training Wait	27	115		142
Undecided	49	223		272
<b>Grand Total</b>	<b>2,863</b>	<b>1,360</b>	<b>1</b>	<b>4,224</b>

Changes in person status	Active
Members Gained	69
Members Lost	4

	Qtr 1	Qtr 2	Qtr 3	Total
<b>Members Gained</b>	90	148	69	307
<b>Members Lost</b>	35	2	4	41
<b>Net</b>	55	146	65	266

## New Contacts

Access Montgomery made several new contacts this quarter generating a total of 33 new persons who made a connection to the organization. These are individuals who have initiated contact with Access Montgomery before becoming involved. It is our goal that these individuals will later become members and active in the organization.

New Contacts This Quarter			
Person Type	Total Count		
Associate	1		
Presenter	1		
Prospect UR	1		
PSCClient	1		
PSCClient UR	1		
Training Wait	13		
Undecided	15		
<b>Grand Total</b>	<b>33</b>		
<b>To Date:</b>	<b>Qtr 1</b>	<b>Qtr 2</b>	<b>Qtr 3</b>
<b>New Contacts</b>	110	17	33

**\*\*NOTE:** In 3Q06, the “member-guide” category was created to distinguish between those persons that are certified and individuals that requested the program guide. The members gained and members lost statistics pertain to certified members only.

# **TRAINING**

## **Teaching Assistants Help Volunteers**

Plans are underway to utilize Teaching Assistants more routinely to provide backup support to newly trained volunteers. The Community Project Managers are making direct contact with newly-trained volunteers at the start of training to provide support and establish the CPM relationship and more immediately usher the new volunteers into the community. Over time, this approach should yield significant benefits in building new and stronger relationships with the volunteer community.

## **New Training Curriculum**

Numerous adaptations have been made to existing curriculum to make training courses more modular and thus more adaptable to various audiences. The first modular studio class round was completed in Q3 turning a previous 12-week class into two five-week classes. In this system, students are now tested and certified in the same night on various pieces of studio equipment allowing them to jump into the volunteer community immediately while continuing the remaining round of equipment training.

This new streamlined hands-on approach to training directly contributes to volunteers feeling more comfortable entering the production community at an early stage. Utilizing new approaches developed and implemented in this quarter to restructure curriculum and expedite certification emphasizes volunteers getting beyond the concept stage and more quickly to the hands-on phase of television production. Given that the first priority of training is to insure users are properly educated in how to care for and use the equipment, once that is achieved, newly certified producers and technicians begin practicing their newly developed skills as quickly as possible.

By splitting out orientation and introduction classes into separate modular units. With the orientation offered at no cost and the introduction class offered at only \$10.00, volunteers come into Access Montgomery to learn about their options and then select the learning track which most closely fits their production interests – either technical or alternatively, a more content-oriented production path.

## **Cable Club**

Cable Club meetings were held in January and February. In January, the meeting highlighted the strategy behind programming blocks. February's meeting featured how producers can promote and market their program.

## **Certifications**

Individuals certified during the third quarter totaled 199. The charts below indicate how many people were certified in each area, total number of certifications to date, and total number of active members who are certified in all areas.

Volunteer producers who have recently become certified have crossed over into more direct and active service on creating programs. This has contributed to expanded Spanish language programming on the channels as well as greater opportunities to produce programs on specific Latino community events such as the Latino Health Initiative.

New Certifications		Total Certifications		Total Certifications Active	
CertificationCode	Total	CertificationCode	Total	CertificationCode	Total
C-Fproducer	17	C-DVCPRO Cam	12	C-DVCPRO Cam	8
C-Ftech	21	C-Fproducer	401	C-Fproducer	286
C-Intro	37	C-Ftech	362	C-Ftech	252
C-PEditFCP	33	C-Intro	538	C-Intro	366
C-Pproducer	24	C-Orientation	499	C-Orientation	331
C-SAD	1	C-PEditFCP	131	C-PEditFCP	124
C-Scamera	6	C-Pproducer	124	C-Pproducer	117
C-SCAudio	9	C-SAD	78	C-SAD	63
C-SCCG	9	C-Scamera	184	C-Scamera	147
C-SCSwitcher	10	C-SCAudio	178	C-SCAudio	143
C-SCVT	9	C-SCCG	178	C-SCCG	143
C-Sdirector	1	C-SCSwitcher	171	C-SCSwitcher	138
C-Sfloor	6	C-SCVT	170	C-SCVT	137
C-Slighting	4	C-Sdirector	75	C-Sdirector	60
C-Sproducer	6	C-Sfloor	90	C-Sfloor	73
C-Sprompter	6	C-Slighting	147	C-Slighting	116
		C-Sproducer	166	C-Sproducer	130
		C-Sprompter	167	C-Sprompter	134
<b>Grand Total</b>	<b>199</b>	<b>Grand Total</b>	<b>3,671</b>	<b>Grand Total</b>	<b>2,768</b>

### Training Classes and Capacity

Classes/Workshops	Number of Classes	Total Capacity
Deko Advanced	1	8
Deko Refresher	1	8
Field Producer	2	32
Field Tech	2	32
Post Edit FCP	3	30
Post Prod FCP	3	75
Studio Basic	2	12
Studio Ctrl Rm	2	12
Studio Dir 5w	2	6
Studio Prod	1	11
<b>Grand Total</b>	<b>19</b>	<b>226</b>

# **PRODUCTION FACILITATION**

## **Member Communication**

Access Montgomery continues to focus strongly on our volunteers and developing volunteer initiatives in order to build the pool of access members, especially in the technical area, who are willing to work on other people's productions. In this quarter, the Bring'em Back initiative began and direct telephone contact with inactive volunteers was initiated to reconnect with these valuable members.

Working with members of the Committee on Volunteer Initiatives, processing and augmenting their feedback and suggestions, Access Montgomery hopes to incorporate ideas from experienced members on how to reach new audiences of volunteers and invigorate relationships with existing ones. Q3 involved identifying new targeted areas for outreach and a priority is reaching students in high school media programs who could use Access Montgomery as a lab experience for practical application of their studies. Additionally, a mentoring program or post-course Teaching Assistant shadowing plan has been proposed and is under consideration.

Also in the area of member communication, Access Montgomery is dedicated to hosting a monthly 'event' in order to further connect the community project managers to their clients. Following on the success of the Access Montgomery launch event in February, a client member forum was hosted in March to further focus on programming questions.

## **In the Studio**

Technical support was provided for 129 productions, including public access, government production services and internal production services.

Planning continues for Digital upgrade to Control Room / Studio "A", including testing of new digital switcher and accessories. A DVD recorder was installed for the control rooms. Network wiring was installed to accommodate regular internet feeds in the studio.

Ongoing repairs were made to the lighting system in studio "A" as well as to the Deko C.G. and Leitch Still Store system. Design and procurement of three new carpet covering systems for the much used circular riser in studio "A".

## **Gilchrist Center for Cultural Diversity**

Planning meetings were initiated for the development of services to be provided to the Down County residents through the center. This included development of a Memorandum of Agreement to use the Gilchrist Center for training classes and part-time housing of a staff person.

## **Number of new projects, number of completed projects**

There were a total of 44 projects started this quarter. This is an increase from 2<sup>nd</sup> quarter in that 25 more projects were started in Q3 than in Q2. Six projects were completed for third quarter. To date, there are a total of 129 active projects.

## New Projects

Projects Started	
ProjectStatus	Total
Active	38
Cancelled	1
Completed	5
<b>Total</b>	<b>44</b>

Projects Started YTD			
ProjectStatus	Qtr 1	Qtr 2	Qtr 3
Active	46	16	38
Cancelled	2	0	1
Completed	4	2	5
Stalled	0	1	0
<b>Total</b>	<b>52</b>	<b>19</b>	<b>44</b>

## Active Projects

Projects Active	
Production Type	Total
Unknown	1
Computer Generated	2
Field	83
Field/Studio	7
Studio	36
<b>Total</b>	<b>129</b>

Active Projects YTD			
Production Type	Qtr 1	Qtr 2	Qtr 3
Unknown	47	0	2
Computer Generated	1	1	2
Field	50	53	82
Field/Studio	22	6	7
Satellite Feed	1	0	0
Studio	47	35	36
<b>Total</b>	<b>168</b>	<b>95</b>	<b>129</b>

## Projects Completed

Projects Complete	
ProductionType	Total
Field	6
<b>Total</b>	<b>6</b>

Projects Completed YTD			
ProductionType	Qtr 1	Qtr 2	Qtr 3
Field	13	4	6
Field/Studio	1	0	0
Studio	1	2	0
<b>Total</b>	<b>15</b>	<b>6</b>	<b>6</b>

## Equipment Usage By Group and Type

<b>EquipGroup</b>	<b>EquipTypeCode</b>	<b>Description</b>	<b>Number of</b>	<b>Hours of</b>	<b>Dollars*</b>
<b>P-Checkout</b>	CAM DVC FLD 10	DVC PRO AJ D400P Camera System	2	79	\$4,345
	CAM MINI FLD 1	Mini DV Camera System Field	14	337	\$15,143
	CAM MINI FLD 2	Mini DV Camera System Field	15	287	\$12,926
	CAM MINI FLD 3	Mini DV Camera System Field	4	80	\$3,578
	CAM MINI FLD 6	Mini DV Camera System Field	1	6	\$281
	VCR DVC PRO	VCR DVC PRO For Checkout	10	415	\$8,300
	VCR MINI DV	Mini DV VCR for Checkout AG DV1000	8	247	\$3,705
<i>P-Checkout Total</i>			<b>54</b>	<b>1,451</b>	<b>\$48,278</b>
<b>P-Edit</b>	EDIT E DVC PRO	Edit suite E DVC Pro, RM-450	50	187	\$14,960
	EDIT F DVC PRO	Edit suite F DVC Pro, RM-450	49	220	\$17,620
<i>P-Edit Total</i>			<b>99</b>	<b>407</b>	<b>\$32,580</b>
<b>P-NLE</b>	NLE SUITE A	Non Linear Edit Suite A W/FCP	18	78	\$6,200
	NLE SUITE B	Non Linear Edit Suite A W/FCP	14	56	\$4,480
	NLE SUITE C	Non Linear Edit Suite A W/FCP	33	134	\$10,720
	NLE SUITE D	Non Linear Edit Suite A W/FCP	16	67	\$5,400
<i>P-NLE Total</i>			<b>81</b>	<b>335</b>	<b>\$26,800</b>
<b>P-Studio</b>	CONTROL RM "A"		60	332	\$66,483
	CONTROL RM "B"		30	121	\$18,188
	STUDIO "A"		62	340	\$27,200
	STUDIO "B"		31	129	\$6,463
<i>P-Studio Total</i>			<b>183</b>	<b>923</b>	<b>\$118,333</b>
<b>Grand Total</b>			<b>417</b>	<b>3116</b>	<b>\$225,991</b>

\* Dollar equivalent of fair market value

## Volunteer Service

<b>Total number of volunteers</b>	91
<b>Total times volunteering</b>	373
<b>Total number of hours volunteered</b>	2,418

## **PRODUCTION SERVICES**

Access Montgomery is reaching out with renewed energy into communities across the county with an emphasis on connecting with mission-related events and organizations to create quality programming. Diversity, youth and sports have been a primary focus in this quarter. Planning and partnership-building with numerous Latino business development organizations through the Gilchrist Center for Cultural Diversity in Wheaton resulted in production of several Spanish-language programs airing in April.

Production services were also provided for the monthly production of Coming Attractions, weekly production of 21 This Week and Montgomery Week in Review. Regular production of the client-produced program A New Me continued on an as-needed basis. Access Montgomery provided production services for special events of The Latino Health Fair, and the MLK Day Celebration.

Post production services were provided for Coming Attractions. This included the editing of AFI Silver Minute segments by matching a voice-over to graphics, editing Event Calendars that listed community events over a moving background, bumpers and joiners to intro guests coming up on the show, Video Profile segments, and creating full-page graphics for teases and interviews. Post production services were also provided for 21 This Week, A New Me, station ID's and producer promos.

Coverage of community issue forums included a Beltway Expansion Forum sponsored by the League of Women Voters and EFP coverage of the Montgomery County Human Rights Commission 2006 Hall of Fame Awards Ceremony, using the Varto portable control room system. This event aired the same night as the event itself. The effort to shorten the time between an event itself and the actual air date will be accelerated in Q4. This step will help develop a stronger sense of connectedness between Access Montgomery and its clients through more timely airing of community events.

### **Montgomery County Chamber of Commerce**

Beyond community-oriented productions, Access Montgomery has expanded production relationships with such organizations as The Montgomery County Chamber of Commerce producing new programs and public service announcements for several of their members. Additionally, more emphasis has been placed on organic growth of existing accounts in order to increase both the number and quality of programs produced for related production clients.

### **Freedom to Connect**

Production was launched on a multi-part telecommunications program series including highlights from the conference "Freedom to Connect." The program, which will air on Access Montgomery throughout 2006 covers such topics as internet freedom and net neutrality and will include video contributions from other access centers around the country as well as from the Alliance for Community Television.

(Note: Production Services continues on next page.)

## Programs Completed and Released for Quarter 3

ProgramTitle	ReceivedDate	ProgramLength	ProgramNote
2005 Monty Awards	06-Jan-06	1:00:00	Volunteers Awards Ceremony.
21 This Week	06-Jan-06	0:28:50	Host: Casey Aiken. Panel: Stan Gildenhorn, Kevin Igoe, Hugh Bailey , Steve Kreseski. Topics: The new legislative session, Hispanic racism and the Clarksburg planning issue.
21 This Week	20-Jan-06	0:28:41	Host: Casey Aiken Panel: Bill Askinazi, Stan Gildenhorn, Leroy Warren & Liz Rubin Topics: Racism in MC, General Assembly, Campaign Fund Raising, "Moon Over Montgomery" (Public Mooning)
21 This Week	27-Jan-06	0:28:50	Host: Casey Aiken Panel: Leroy Warren, Jim Shalleck, Julie Klingenstein & Cynthia Rubenstein Topics: General Assembly Issues, Big Auto Lay Offs
21 This Week	03-Feb-06	0:28:50	Host: Casey Aiken Panel: Stan Gildenhorn, Kevin Igoe, Liz Rubin & Leroy Warren Topics: Gay Marriage, County Council Races; Wal-Mart
21 This Week	10-Feb-06	0:28:50	Host: Casey Aiken Panel: Susan Heltemes, Steve Kreseski, Jim Shalleck, and Jim Simpson Topics: Ehrlich in Bethesda, General Assembly & Mardi Gras, Is New Orleans Ready?
LIVE: 2005 Monty Awards Ceremony	22-Feb-06	1:00:00	For launch night only
21 This Week	24-Feb-06	0:28:50	Host: Casey Aiken, Topics: Port Security," Lighting Round" Various Topics Panel: Stan Gildenhorn, Joyce Terhes, Susan Heltemes & Julie Klingenstein
Block Promo TV 21- Public Affairs	27-Feb-06	0:00:31	30 second Public Affairs Block promo TV 21
Block Promo TV 19 - Inspirational	27-Feb-06	0:00:30	30 second Inspirational Block Promo TV 19
Block Promo TV 19 - Ethnic	27-Feb-06	0:00:30	30 Second Block Promo TV 19
Block Promo TV 21- Community	27-Feb-06	0:00:30	30 Second Community Promo TV 21
Station ID TV 19	27-Feb-06	0:00:10	Station ID TV 19
Station ID TV 21	27-Feb-06	0:00:10	Station ID TV 21
21 This Week	03-Mar-06	0:28:00	Host: Casey Aiken, Panel: Leroy Warren, Board Member Nat'l NAACP, Kevin Igoe, Republican Political Consultant, Joyce Terhes, Former Chair MD Republican party, Cynthia Rubenstein, Civic Activist Topics: Bush Administration, Eminent Domain, Cop Shootin
21 This Week	10-Mar-06	0:28:50	Host: Casey Aiken Panel: Jim Shalleck, Susan Heltemes, Thomas Reinhimer & Leroy Warren Topics: Pimp Culture!, 7 Locks, Comcast, Legislators & Lighting round/Various Topics
Block Promo TV19 - Growth	15-Mar-06	0:00:30	Thirty-Second Promo highlighting block programs under the Growth Banner
Promo-21 This Week TV 21	15-Mar-06	0:00:30	Producer promotional spot for series 21 This Week.
Montgomery County Human Rights Commission Hall of Fame Induction	19-Mar-06	0:23:13	Live to tape airing same day as production. Susan LaBrin will be on-location to field produce for downstream programming from ENG tapes.
Montgomery County Human Rights Hall of Fame Part 2	19-Mar-06	0:48:58	
2006 Human Rights Hall of Fame Induction	20-Mar-06	1:12:16	2006 Hall of Fame Induction Ceremony
21 This Week	24-Mar-06	0:28:50	Host: Casey Aiken, Panel: Stan Gildenhorn, Julie Klingenstein, Liz Rubin, Henry Hailstock Topics: Governor vs. General Assembly; Black Candidates; Duncan vs. O'Malley, Student Obesity & Smoking Ban
21 This Week	31-Mar-06	0:28:50	Host: Casey Aiken Panel: Stan Gildenhorn, Jim Shalleck, Mark Uncapher & Leroy Warren Topics: Duke Rape Probe, Immigration & 60 second Smack Down-Variou Topics

## **DISTRIBUTION**

### **Channel Relaunch**

MCT relaunched its TV channels as Access Montgomery 19 and Access Montgomery 21 on February 27, 2006, at 7:00 pm.. This re-branding demonstrates our revived commitment to community-based television. The launch event included a reception with members, presenters, organizational partners and staff. The night also included the unveiling of new station ID's and producer promos. Also as part of this celebration, the Monty Awards 2005 program aired and an on-air promotion was held at 7:00 pm when the channels officially relaunched. An ad was placed in the Rockville Gazette to announce the relaunch of Access Montgomery and to encourage viewers to watch the channels.

In addition to new station IDs and promos, Access Montgomery developed a new tagline, *Your Community Your Voice*, to symbolize our connection to the community and our effort to be the place where county residents can voice their opinions and interests through television production. Access Montgomery's goal is to be an effective media tool, engaging, connecting, and empowering the community to create programming that is important to them.

As part of the launch of the new corporate and network branding, a new video bulletin board (VBB) was designed and commissioned on February 27th. The new equipment, both hardware (PC based server) and software (Audience.tv by Capital Networks) were configured, tested and installed. The new VBB has been branded EventNet and includes an all new look incorporating the new station graphics. EventNet is a template based system that provides standardized designs and layouts. Phase I of the implementation provided a single generic category and activated a web-based data entry system. Administrative staff were trained to perform the data entry. As a result of this implementation there has been a ten times increase in the number of listings. Future phases include activating categories of listings consistent with the channel content blocks and a program guide. Initial planning also began to integrate listings from external databases starting with the web calendar hosted by the Montgomery County Arts and Humanities Council.

Special, new promotional messages announcing the new times for Series programs and the thematic, Program Subject blocks were scheduled on both channels. Channel identification messages were also scheduled for the new channel branding of Access Montgomery 19 and Access Montgomery 21.

### **Application for Channel Time**

Applications for channel time were reviewed and processed by the January submission deadline. New structures for program placement were created for both Access Montgomery channels, grouping programs by themes or Program Subjects. The applicants for channel time chose one available Program Subject for each program or series.

From the eligible applications for channel time, assignments of day/time placements for all Series programs were made and grouped by themes or Program Subjects into the new schedule structures. Non-series or Stand-Alone programs were added to the schedules by their Program Subjects or themes. On February 27, 2006, the programs on channels 19 and 21 were grouped by these thematic or subject blocks. For example, on a given evening one channel had programs chosen to be in the "Public Affairs" subject block. Simultaneously, the other channel offered programs chosen for the "Inspirational" subject block.

**The Shift to All Digital**

Coordination and assistance was given to the public to accomplish the shift in making only digital formatted videotapes available to Playback/Master Control for cablecasting scheduled programs.

**Programming Analysis**

<b>Programming Analysis</b>			
	<b>Hours Played</b>	<b>Number of</b>	<b>Number of Different Programs Played</b>
<b>First Run</b>	671	1,129	1,129
<b>Repeat</b>	1,004	3,033	670
<b>Total of First Run+Repeat</b>	1,675	4,162	1,799

<b>Program Analysis Video Bulletin Board</b>		
<b>ProgramTitle</b>	<b>Hours Played</b>	<b>Number of</b>
EventNet 19	477	409
EventNet 21	16	416
VBB/Washington Ear	661	70
<b>Grand Total</b>	1,154	895

**Real Programming by Channel, by Origin and by Category**

<b>Channel</b>	<b>Total Hours</b>
19	835
21	840
<b>Grand Total</b>	<b>1,675</b>

<b>Origin</b>	<b>Total Hours</b>
MCT	41
MCT Access	775
MCT Prod Svs	33
Maryland	36
Mont. County	198
Metro	274
Non-Local	293
Prod Svs CCM	23

Category	Total Hours
ProgramSubject	
Arts	218
Community	219
Educational	163
Ethnic	89
Growth	104
Health	48
Humanities	78
Inspirational	472
Promotions	3
Public Affairs	252
Science	7
Sports	18
Unknown	3
<b>Grand Total</b>	<b>1,675</b>

## ADMINISTRATIVE

### Department Reorganization

MCT reorganized several departments to better serve the volunteers and the community. The new Client Services department includes the former Training Department and features of the former Marketing and Production Services department. The newly formed Client Services department has embraced its role in becoming an advocacy tool for Access Montgomery in the community. The department represents Access Montgomery not only in the events produced by MCT Productions, but also as a supporting voice for the concept of community access to television in general.

The Production Services and Marketing department split into two separate divisions. Production Services, including the Programming, Master Control and Facilities units are now part of the newly formed Technical Support Services division.

Research, Evaluation and Development department is also new. It now encompasses the Marketing unit and part of its previous responsibilities as well as research and evaluation initiatives for the company.

### Training Reorganization

A shift in both the organizational and operational structure of the training unit took place in Q3. Although the same personnel are still designing and conducting the training classes, the process of integrating newly trained students has moved into the realm of Client Services. Extensive time has been taken and plans developed to transfer responsibility to community project managers for communication with all clients about every aspect of their television production – from planning, presenting, production (both field and studio) all the way to programming. This is a transitional

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process begun in Q3 which cannot and will not happen overnight, and every effort has been made to develop a comfort zone so existing clients do not feel their work here has been disrupted in a major way. This restructuring of our own internal processes will streamline our overall work, increase our own internal communication, and ultimately, help us serve our members more successfully.

### **Staff Training**

This new direction in training, although primarily externally oriented, also has internal training components developing as well. The increasing level of Access Montgomery's production work requires a higher degree of technical proficiency and professionalism among the technical staff. Discussions are underway on how to create the most effective training programs for Production Technicians to learn the skills to help them advance in their profession.

# *Staff Chart*

## **Administration**

Executive Director .....	Richard Turner
Executive Assistant .....	Alice Gordon
Human Resources Manager .....	Roxanne Dinh
Accounting Director .....	Debbie Billings
Bookkeeper .....	Lynda Gruver
Administrative Assistant .....	Kimberly Parks
Scheduler .....	Dee Willett

## **Supportive Services**

Technical Support Services Director .....	Don Katzen
Programming Manager .....	Stuart Garfinkle
Programming Specialist .....	Demetrius Sykes
Media Resource Technician Manager .....	Randy Debnam
Media Resources Technician I.....	Jimmy Albert
Media Resources Technician II.....	Ally Potter
Media Resources Technician III.....	Isaac Asare
Playback Supervisor .....	Bernard Dowell
Playback Operator .....	Cy Gardner
Equipment Technician .....	Isaac Wesley

## **Client Services**

Client Services Director .....	Laura Randall Cooper
Community Project Manager (Team Coordinator) .....	Kimberly Watkins
Community Project Manager .....	Jennifer Harris
Community Project Manager .....	Jasmine White
Producer .....	Rodney Bryant
Instructional Designer .....	Michael Camillo
Trainer .....	Larry Merewitz

## **Research, Evaluation and Development**

Research, Evaluation & Development Director .....	Patricia Stewart
Public Relation Specialist .....	Kathleen Fiske