

Transportation Advisory Board

of the Metropolitan Council of the Twin Cities

TO: Transportation Advisory Board
FROM: Kevin Roggenbuck, Transportation Coordinator
DATE: December 12, 2012
RE: Audio Recording TAB Meetings.

At the November 28 TAB meeting, the Board voted to table a motion to audio record TAB meetings on a trial basis until staff can answer questions about the difficulty and cost to record the meetings, how the audio would be accessible to members and whether it would be "listenable" to understand who was speaking.

Staff consulted with Greg Ricci, Met Council Information Services, about audio streaming and recording TAB meetings. This is currently done for many Council committee and advisory committee meetings, but mainly for use later by the recording secretary.

1. TAB meetings in the Chambers can be audio recorded without assistance from Council Information Services staff. The TAB Coordinator can begin recording, end recording and save the audio file.
2. The audio file is saved to the N: drive in the Council's internal computer system and is not accessible to persons who do not have a Council login. This includes the TAB membership and the general public.
3. The audio files are too big to send via email. If the meeting is less than 2 hours, the audio file may be small enough to send, but firewalls and other computer security measures may prevent sending it through email.
4. Council Information Services staff found that the current system does not allow for the audio to be streamed and heard live.