The Region 1 Coalition
October 2017 Edition
“...a publication dedicated to the coalition of talent striving to leave it better than we find it”

Produced and edited by
Bob Weaver, SCTE/ISBE Region 1 Representative

Farewell Edition
“Time to step aside”

“It has indeed been my honor to serve as your SCTE—ISBE Region 1 Representative for the past two years. I sincerely thank each and everyone of you for your dedicated work in the performance of engaging the good of the many while striving to leave it better than you find it! Thank you all for allowing me to partner in your challenges and most certainly celebrate so many outstanding successes!. You all ROCK!”

It’s been my pleasure and privilege to work with you and support the SCTE-ISBE Mission. Best Wishes!

Table of Contents

<table>
<thead>
<tr>
<th>How You Doin’?</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memory Lane Extreme Awesomeness</td>
<td>3</td>
</tr>
<tr>
<td>Memory Lane Photos PG 1 of 2</td>
<td>4</td>
</tr>
<tr>
<td>Memory Lane Photos PG 2 of 2</td>
<td>5</td>
</tr>
<tr>
<td>Treasurer’s Perspective, “Did you know…?”</td>
<td>6</td>
</tr>
<tr>
<td>A Delightful Potpourri of Essential Information</td>
<td>7</td>
</tr>
<tr>
<td>What’s happening?</td>
<td>8</td>
</tr>
<tr>
<td>The Tool Box…When in doubt check it out!</td>
<td>9</td>
</tr>
</tbody>
</table>

The Region 1 Coalition
If you would like to make a specific topic request or provide feedback please send your comments to:
Bob.Weaver@cox.com

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How You Doin’? ...SCTE-ISBE Region 1 2017 performance status and ranking.

Time for our 4th quarter big push to finalize efforts to achieve full compliance as well as complete our desired 2017 goals. The data used for this update has been taken from the latest reports out by headquarters. Our Region 1 matrix highlights as of October 6, 2017 are summarized below. Chapter performances are currently indicating our top three standouts with Golden Gate posting at the top with 1007.50. Sierra in 2nd having earned 635.25 and Central Cal in 3rd position with a total score of 548.91.

Kudos to Central Cal as well as Southern Cal chapters who are currently positioned at 100% compliance at this juncture!

Below is a summary of our Region 1 compliance section celebrations as well as areas that have some remaining opportunities:

100% - Q1 & Q2 Financials (Q3 in process)
6 of 6 chapters have met compliance

100% - Board Contact Info
6 of 6 chapters have submitted 2017 Board contact information.

83% - Bank Signature Card
5 of 6 chapters have met compliance for confirmation / Update

83% - Technical Training Hours
5 of 6 chapters have met compliance for a minimum of 30 technical training hours.

83% - Chapter Board Election
5 of 6 chapters have met compliance for performing and submitting election results.

83% - Financial Review Committee
5 of 6 chapters have established their Financial Review Committee.

67% - Bylaws
4 of 6 chapters have reviewed

67% - Board Meetings
4 of 6 chapters have held and submitted a minimum of four Board meeting minutes

67% - Conflict of Interest /Non-Disclosure
4 of 6 chapters have their full Board members process the COI/IND form.

50% - Financial Review Report
3 of 6 chapters have submitted their FRC report.

33% - Entire Board Active Membership
2 of 6 chapters have their entire board with active SCTE-ISBE Memberships

2017 SCTE Region 1 Consolidated Performance Report as of October 6th 2017

Prepared by: Bob Weaver, SCTE Region 1 Representative OCT 2017

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August 2016

**Sierra Chapter Asst. Training Director, Don Dyer—Comcast**

If there is one thing Don Dyer has learned in his many years in our cable industry, it’s that **hard work and dedication** will take you anywhere you want to go. Don proudly supports the SCTE/ISBE and our industry with **Honor, Diligence and Infectious Enthusiasm**!

December 2016

**San Diego Chapter Vice-President, Andy Norton—Charter Communications**

Andy brings to the San Diego Chapter Board a **genuine desire and willingness** to participate in many of the chapter goals and desired outcomes. He is especially dedicated to working with the board in reserving technical session meeting rooms and food services. This year Andy eagerly engaged the new LMS system and personally applauded the efficiency LMS brings to technical session attendance record keeping. Additionally Andy has been the key point of contact and driving force in the accomplishment of the 2016 San Diego Chapter annual Golf Tourney as well as their first Co-Chapter Vendor Day recently hosted in San Diego on December 7, 2016. I do appreciate the work Andy as well as the entire Board of Directors has put into the success of achieving their San Diego Chapter goals!

February 2017

**Central California Chapter President, Lisa Leaunvankham—Comcast**

*BUILDS SOLID RELATIONSHIPS, DEDICATED TO THE SUCCESS OF THE CHAPTER, AND HAS A GENUINE COMMITMENT TO THE SOCIETY AS WELL AS THE MEMBERSHIP!*

Lisa entered 2016 with the task of taking on her new role as SCTE/ISBE Central Cal Chapter President. She embraced her new position with passion and desire to elevate the chapter and improve service to their membership. When all was said and done the chapter out preformed their prior year performance numbers by an increase of 68.2%. Just an outstanding job by Lisa and the entire Central California Chapter Board of Directors. Lisa is very proud of the chapter’s performance and give much of the credit to the support and commitment of the entire chapter board. Below are a few mentions that were expressed by members of the Board of Directors when describing Lisa and her leadership methods.

September 2017

**Desert Chapter President, Jack Irwin—Charter Communications**

Jack has demonstrated a genuine dedication and commitment to supporting the mission of the SCTE-ISBE. His strong participation on the Chapter Board of Directors is evidence of this behavior. There has been many challenges for the Desert Chapter over the past few years. Jack has hung in there with willingness and determination to not let the chapter down. He is engaged and works with other chapters to collaborate for “the good of the many”. As an example, under the leadership of Jack Irwin a recent technical session was produced and webcast with a collaboration gesture in supporting the training needs of the San Diego Chapter. When all was said and done this partnering resulted in a total of 6 qualifying sites for training hours credit. With that the Desert and San Diego Chapter made significant progress towards their compliance requirement for minimum technical training hours necessary for 2017. Prior to his recent election to Chapter President Jack tackled the Chapter Secretary duties with full vigor and paved the way for several chapter compliance achievements.

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Whistleblower Policy

1. Encouragement of reporting
2. Protection from retaliation
3. Where to report

The following whistleblower policy applies to all staff and volunteers of the society and can be found in the Policies and Procedures of the Society of Cable Telecommunications Engineers.

This Whistleblower Policy of the Society of Cable Telecommunications Engineers (SCTE): (1) encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of SCTE; (2) specifies that SCTE will protect the person from retaliation; and (3) identifies where such information can be reported.

Encouragement of reporting. SCTE encourages complaints, reports or inquiries about illegal practices or serious violations of SCTE’s policies, including illegal or improper conduct by SCTE itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies. Other subjects on which SCTE has existing complaint mechanisms should be addressed under those mechanisms, such as raising matters of alleged discrimination or harassment via SCTE’s human resources channels, unless those channels are themselves implicated in the wrongdoing. This policy is not intended to provide a means of appeal from outcomes in those other mechanisms.

Protection from retaliation. SCTE prohibits retaliation by or on behalf of SCTE against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith. SCTE reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy. The right of the whistleblower protection does not include immunity for any personal wrongdoing that is alleged and investigated.

Where to report. Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to SCTE’s Chief Executive Officer or Chairman of the Board of Directors; if both of those persons are implicated in the complaint, report or inquiry, it should be directed to the Vice President of Finance and Administration who will immediately notify outside counsel. SCTE will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that SCTE may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.

* Reference SCTE-ISBE Treasurer’s Handbook Rev June 2017
Bank Notices - If your chapter receives a notice from the bank requiring action, please send it to headquarters immediately. Failure to take prompt action may result in your account and funds being frozen. As always, be alert to electronic requests for money and payments. Scammers are continually targeting volunteer organizations so be sure to confirm all requests via phone or new email.

Updated Chapter Logo Guidelines - In response to feedback from chapters, we have created a template chapters may choose to use to create an updated chapter logo template with the new SCTE•ISBE branding. If your chapter would like to customize this artwork, email Jessica for the design files. Chapters still have the option to use the original guidelines released earlier this year.

Energy 2020 Update - The Energy 2020 Program has continued to expand with the chapter Energy 2020 liaisons. Quarterly update calls provide the latest results from the Energy Management Subcommittee as well as general program updates. Energy 2020 chapter liaisons have delivered regional updates on energy activities and have been valuable channels to cross-share activities by specific chapters like the Alaska Chapter. Remember, chapters earn 10 matrix points for each Energy 2020 liaison (up to 2). Contact Jessica to be added.

Get LinkedIn! - Join the new LinkedIn Group just for chapter leaders. Share ideas with fellow leaders and get timely information from headquarters. This is a private group and you will need to have a LinkedIn account to request membership.

2018 Planning - With only a few months left in 2017, many chapters are turning their attention to 2018 planning. As you form your nominating committee, keep in mind term limits for presidents and vice president may be up at the end of this year which will impact your chapter's election. Several chapters have already claimed their 2018 Vendor Day dates, so be sure to check the SCTE•ISBE events calendar and email chapters@scte.org before signing contracts.

Chapter Spotlight - The South and Central Americas Chapter recently held its first online forum on HFC Network Design Considerations. More than 260 people participated from Bolivia, Argentina, Panama and San Salvador and more. Forum panelists included representatives from Alpha, Arris, COTAS, Liberty, Cablevision and Cable Color. The chapter plans to hold similar forums in the future. If your chapter is interested in offering Spanish-language webinars to your members, please let us know and we will send an invitation. Past sessions are archived on scte.org.

If you have any questions, please let us know.

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Region 1 Calendar

Golden Gate Motorcycle Roundup  Oct 13
Golden Gate Pair A Dice Event  Nov 09
NorCal Golf Outing (2018)  Apr 24
NorCal Vendor Days (2018)  Apr 25-26

Region 1 Chapters Online (Links)

http://chapter.scte.org/centralcalifornia/
http://www.sctegoldengate.com/
http://www.scte-sandiego.org/
http://www.sierrachapter.com/cms/joomla/
http://www.sctesocal.org/
Desert Chapter TBA

National Events

2017 Cable-Tec Expo (Denver CO)  Oct 17-20

Facebook:
Central Cal  Golden Gate  San Diego  Sierra  SoCal

LinkedIN:
San Diego  Sierra  SoCal  Scte•Isbe Chapter Leaders

The Next Big... Cable-Tec Expo is on the way! SCTE•ISBE will host the 2017 event Oct. 17-20 in Denver, Colo.
Chapter Compliance Pathway

1. Board Elections (each year 1/2 Board seats are opened)
2. Election of Board Officers
3. Chapter Board Contact List including elected Officers
4. Chapter bylaws are reviewed by new board
5. All Board members are active SCTE members
6. Conflict of Interest and Nondisclosure Form
7. Bank signature card is current with Headquarter signer
8. QuickBooks linked to your chapter bank account
9. Bank statements are submitted quarterly
10. Board (quorum) meets a minimum of 4 times each year
11. Provide for a minimum of 30 hours of Technical Training
12. Financial Review Committee (Establish & Complete Review)

Email all updates and forms to Chapters@SCTE.ORG

2016 Chapter Bylaws Template
Chapter Bylaws Annual Review Form
Chapter Bylaws Change Form
Bank Signature Card Update / Confirmation
Training Guidelines for Chapters and Speakers
2017 Compliance and Awards Matrix
Financial Review Committee (FRC)
Chapter Compliance Check list

Chapter Handbooks

SCTE Chapter Handbook (July 2009 R2)
SCTE Secretary Handbook (March 2017)
Treasurer Handbook (rev June 2017)
SCTE Chapter Election Handbook (Nov 2011)
SCTE Cable-Tec Games Handbook (Jun 2016)
SCTE Chapter Vendor Days Planning Guide (Jan 2016)

Learning Management System (LMS)
How to take online attendance using the LMS system 1-25-16

SCTE/ISBE Videos

Cable-Tec Expo Highlights
Cortex Mobile App
Cortex Expert Development Learning System
2016 SCTE/ISBE Expert Development System
SCTE/ISBE Ecosystem
SCTE-ISBE Membership - Chapters and Field Ops Value
SCTE/ISBE Value (Overall)
SCTE/ISBE Membership Value
SCTE/ISBE Standards Value
SCTE/ISBE Technical Information Value
SCTE Energy 2020 Metrics Standards
SCTE Foundation: Advancing Cable Excellence

2016 CLC Presentations

Marketing the Value of SCTE/ISBE
Best Practices for Chapter Training
Member Engagement - Tools and Best Practices
SCTE/ISBE Certification Roadmap
QuickBooks Training
Using Data Successfully to Move Your Chapter Forward

“The Region 1 Coalition” Publications

Oct. ’17; Sep ’17; Aug ’17; Jul ’17; Jun ’17; May ’17,
Apr ’17; Mar ’17; Feb ’17; Jan ’17; Dec ’16; Nov ’16,
Oct ’16; Sep ’16; Aug ’16; Jul ’16; Jun ’16; May ’16

Region 1 Award Matrix Performance

2016 All Chapter Matrix Final as of Feb 2017
2015 All Chapter Matrix Final as of Feb 2016

SCTE/ISBE Region 1 Meeting Minutes

March 15, 2017 NorCal Tri-Chapter
March 6, 2017 (all Chapters)
June 14, 2016 NorCal Tri-Chapter
April 5, 2016 (all chapters)