# CABLECAST TV POLICY

## 1. INTRODUCTION:

The purpose of this policy is to provide guidelines for the use of televisions with cablecast television programming in The County of Hidalgo.

## 2. MISSION:

The County of Hidalgo's goals and objectives are to be the leader in our local government by:

- providing excellent service to our taxpayers,
- having an open and transparent government,
- maintaining and upholding fiscal responsibility,
- increasing economic growth,
- demonstrating accountability,
- improving operational efficiency and productivity, and
- increasing intergovernmental relations with our local, state, federal governments.

## 3. PURPOSE:

The County of Hidalgo Commissioners' Court has deemed it appropriate to provide cablecast service to applicable county departments in order to:

1. Foster a greater understanding of government issues and services by promoting involvement and awareness among the general public through programming services in media outlets;

2. Serve as a source of information in emergency situations, including but not limited to:
    a. Weather emergencies,
    b. Local and state emergencies, and
    c. National and international emergencies.

## 4. ADMINISTRATION:

The County of Hidalgo shall address the installation and use of cablecast TV service for County Departments through the Cable Policy Committee and the Department of Information and Technology's telecommunications division.

**5. PROVIDER:**

The cable provider for the County of Hidalgo is_____for the duration of _____.

**6. INSTALLATION REQUESTS:**

All requests for cable installation and service connection must be completed and signed by the elected official or department head and must be formally submitted to the IT Department helpdesk at (956) 292-2010 or via fax at (956) 318-2152. The request form can be found in section 13 of this Cablecast TV Policy.

**7. EQUIPMENT:**

All requests for cable installation and service connection must be completed and signed by the elected official or department head and must be formally submitted to the IT Department helpdesk at (956) 292-2010 or via fax at (956) 318-2152. The request form can be found in section 13 of this Cablecast TV Policy.

**8. LOCATION:**

The County of Hidalgo may provide access to cablecast television in selected common area locations. The common areas are places open to all civic patrons during normal operating hours. These include but are not limited to seating areas, service areas and open spaces.

The County of Hidalgo, at its discretion, may also deem appropriate access to cablecast television in certain offices and/or conference room areas. See Section 4 and Section 13 of this policy.

**9. CHANNEL CONTENT AND SELECTION:**

Channels will be selected based on the widest possible audience appeal within the goal of providing news, information, and education. Examples of channels include but are not limited to CNBC, CNN, CNN Headline News, Fox News, MSNBC, Weather Channel, and TXCN News.

The County of Hidalgo reserves the right to limit access to channels that are not directly related to the essential responsibilities associated with an office or department. As an example, ESPN broadcasts information that is not vital to the functioning of any County department and therefore may not be available for viewing.

**10. SOUND:**

1. Normal operation of the television is with sound. Use of sound shall be between 50-70 decibels. At all times, the use of sound shall not be permitted to disrupt department operations.

2. When available, closed-captioning settings will be turned on so that the programming can be viewed with text when sound is not audible.

**11. RESTRICTIONS:**

The County of Hidalgo does not permit the expansion of existing Cable TV connections and/or extended to other jacks without the express authority from the IT Department. Any contrary action will constitute immediate termination of service to the responsible department.

**12. DISCLAIMER:**

Views and opinions expressed by the media outlets through cablecast do not necessarily reflect those of the governing body of the County of Hidalgo and the constituents they represent. Therefore, the governing body of the County of Hidalgo and the constituents they represent do not assume any liability for the media outlet programming content.

## 13. CABLE INSTALLATION REQUEST FORM

Please complete this form and return to the IT Department helpdesk at (956) 292-2010 or via fax at (956) 318-2152.

**SIGNING THIS FORM INDICATES YOU FULLY ACCEPT THE ABOVE REFERENCED POLICY AND CONDITIONS**

**Name of Requestor:**_____**Date of Request:**_____

**Title:**_____**Phone #**_____

**Department:**_____

**Email Address:**_____

**Reason for Request:**_____

_____

_____

_____

_____

_____

_____

_____

_____

_____ _____

**Signature of Elected Official or Department Head** **Date**

_____ _____

**Printed Full Name** **Title**

_____ _____

**Email Address** **Phone #**