

# Filming Lake County Committee Meetings

- Graphics are limited to meeting name and date
- Accounts for regularly scheduled standing committees  
Other non-regularly scheduled committees are TBD

## 1 Camera, 1 Operator, Not Live

### Production

- 1 staff member controls camera
- Zooming and panning to committee member speaking
- Viewers will see the camera moving to capture different shots
- Camera operator would be able to stop/start recording for executive session
- Small amount of post-production editing

### Staff Cost

Setup, filming and post-production would be shared amongst 5 communications staff members. Cost ranges between \$20 to \$40/hr.

#### **Multimedia Specialist (Jeff)**

Video filming and editing, additional graphic design and website support

#### **Multimedia Specialist (Bailey)**

Website support, graphic design, video filming and editing

#### **Multimedia Specialist (Chris)**

Website support, graphic design, video filming and editing

#### **Associate Communications Specialist (Angela)**

Communications and public information support for Land departments

#### **Part-Time LCTV Position (Kevin)**

Operates cameras at board meetings

## Staff Resources: No Indexing

- Total hours per year: 302
- Total cost per year: \$8,896
- Includes setup, filming and post-production
- Cost determined by using the average hourly rate of the five communications staff members that would film meetings on an average meeting time of two hours

## Staff Resources: Indexing

- Total hours per year: 409
- Total cost for indexing: \$3,152
- Total cost per year: \$12,048
- Includes setup, filming, post-production, and indexing
- Cost determined by using the average hourly rate of the five communications staff members that would film meetings on an average meeting time of two hours

## Outsourcing Indexing

- Our video platform provider, Swagit, can index all committee meetings for approximately \$10,000 per year

\*Indexing provides the ability for online viewers to jump to a specific place in meetings/agendas

# Staff Resources Breakdown with Indexing

Accounts for regularly scheduled standing committees.  
Other non-regularly scheduled committees are TBD.



	Meetings /Year	Est. Hours /Meeting	Est. Total Hours/Year	Setup Hours/Year*	Post Production Hours /Year	Indexing Hours/Year
Law and Judicial	19	2	38	9.5	9.5	19
Health & Committee Services	19	2	38	0	9.5	19
Legislative	12	2	24	0	6	12
Public Works, Planning & Transportation	19	2	38	9.5	9.5	19
Energy & Environment	7**	2	14	0	3.5	7
Financial and Administrative	19	2	38	9.5	9.5	19
Committee of the Whole	12	2	24	6	6	12
Total	107 mtgs		214 hrs	34.5 hrs	53.5 hrs	107 hrs

Total without Indexing: 302 hours  
Total with Indexing: 409 hours

\*Setup is once per day  
\*\*Estimated number of meetings