

WEST VIRGINIA BROADBAND ENHANCEMENT COUNCIL



APPROVED MINUTES | November 8, 2018

Meeting Title	WV Broadband Enhancement Council Meeting		
Chairperson	Robert Hinton		
Date	11.8.2018	Location	WV Capitol Complex Bldg. 3, Room 124 Conference Room
Time	10:00 am		
Audio Connection	304.957.6999 Conf. ID: 935-9172#		P = Present; TC = Teleconference; VC = Videoconference; _ = Absent

	Council Member	Representing		Council Member	Representing
P	Robert Hinton, Chairman	Rural Business User Congressional Dist. 2	-	W. Clayton Burch	WV Dept. of Commerce, Interim Cabinet Secretary
P	Robert Morris, Vice Chairman	Urban Residential User	P	Jeff Proctor	Representing W. Clayton Burch
TC	Michael J. Holstine Secretary-Treasurer	Rural Business User Congressional Dist. 3	-	Dr. Steven L. Paine	Dept. of Education, State Superintendent
-	Ric Cavender	Urban Business User	TC	Brenda Morris	Representing Dr. Steven L. Paine
-	Robert Cole	Rural Residential User Congressional Dist. 1	-	The Honorable Robert Plymale	WV Senate (D) (Ex-Officio/Advisory Member)
-	John Dunlap	Office of Technology, Chief Technology Officer	-	The Honorable Craig Blair	WV Senate (R) (Ex-Officio/Advisory Member)
-	R.A. "Pete" Hobbs	Rural Residential User Congressional Dist. 3	-	The Honorable Roger Hanshaw	WV House (R) (Ex-Officio/Advisory Member)
-	John Reasbeck	Rural Business User Congressional Dist. 1	-	The Honorable Kenneth Hicks	WV House (D) (Ex-Officio/Advisory Member)
P	Matt Turner	Higher Education Policy Comm., Exec. Vice Chancellor	-	Vacant	Business User Large Amounts of Broadband
-	Dr. Mary Stewart	Representing Matt Turner	-	Vacant	Rural Residential User Congressional Dist. 2
	Representative	Agency		Representative	Agency
P	Mitch Blake	Director, WV Geological and Economic Survey	P	Tony Simental	WV GES, Office of GIS Coordination
P	Mark Debruyne	WVOT Infrastructure Manager, CTO Proxy	-	Kelli Talbott	WV Attorney General's Office Legal Counsel
-	Peter Markham	Bowles Rice Legal Counsel	-	Wes White	WV Development Office Legal Counsel
P	Alexandra Shulz	Bowles Rice Legal Counsel	P	Kelly Workman	WV Development Office Development Manager
P	Tony O'Leary	WV Development Office Project Manager			

Agenda Item	Details/Minutes
1. Call to Order, Opening Remarks and Roll Call	Chair Rob Hinton called the meeting to order at 10:10 a.m.
2. Approval of 10/18/2018 Council Meeting Minutes and Financial Statement	Robert Morris motioned to accept the October minutes as presented; Jeff Proctor second; motion passed unanimously. Mr. Morris motioned to accept the financial statement as presented for audit; Mr. Proctor second; motion passed unanimously.

<p>3. Dig Once Policy Update</p>	<p>Chair Hinton said the DOH did release and approve a Dig Once policy update for carriers to submit applications for permitting under Dig Once Code. Since notification, four separate projects have been requested for permits. Chair Hinton said questions and comments with the updated policy have been made to Council and those would be discussed with DOH. Kelly Workman with the Development Office added that policy became effective October 16, 2018. She detailed the type of information that is submitted with the notifications and Council staff is maintaining the Carrier list that companies must notify when submitting a Dig Once notification. Ms. Workman presented a list of questions being asked about the policy which she said is common occurrence with a new policy and that the questions and issues will need to be further discussed with WV Division of Highways and possibly legislators for updated language in the Dig Once law.</p> <p>Chair Hinton asked Mr. Proctor to schedule an Infrastructure Committee meeting before the next full Council meeting with DOH and industry representatives to further discuss the questions and comments posed about the new policy.</p>
<p>4. ARC POWER Broadband Development HUB</p>	<p>Ms. Workman gave details about the ARC POWER grant which will be used to identify and assess broadband infrastructure in 10 ARC Distressed counties. She noted the WV Geological and Economic Survey agency is the recipient and administrator of the grant in partnership with the Broadband Council and the WV Division of Highways. Ms. Workman said the grant will revive the broadband mapping initiative that was halted in 2014 in those 10 counties and work with the DOH to assess broadband infrastructure located in DOH right of way. Once this gets underway, Ms. Workman said, the grant partners will then provide enhancements to Council website, resulting in an encompassing one-stop guide to broadband development in the state.</p> <p>State GIS Coordinator Tony Simental detailed his meeting with DOH officials regarding plans to obtain Right of Way permit data so that the WVGES can identify and map where fiber is located. Mr. Simental distributed sample letters and guidelines that will be sent to providers to request their data.</p> <p>Chair Hinton noted that there is an MOU that needs to be executed between the Council, WVDOH and WVGES for this POWER grant. Mike Holstine motioned to approve the MOU as presented and Matt Turner second. Motion carried unanimously.</p> <p>Mr. Proctor motioned, and Mr. Morris second, that the Council support and approve the letter to be distributed from WVGES to ISPs. Chair Hinton said he would co-sign the letter to demonstrate the Council's support.</p>
<p>5. WV GES (Survey) MOU to Maintain the Speed Test Portal and Interactive Mapping System</p>	<p>Mr. Proctor motioned, and Mr. Morris second, that the Council renew another 12-month MOU - as presented - with WVGES to maintain the speed test portal data and interactive mapping system. Motion passed unanimously.</p> <p>Upon discussion about a donation of a server from a private business to assist in the collection of Speed Test data, Chair Hinton recommended more information be obtained about the arrangement for any possible conflicts.</p>

6. FY 2018 CDBG Applications Recap	<p>Chair Hinton briefed the Council on the HUD CDBG - Technology and Innovation program in which applications were due by October 30, 2018. He noted that 11 applications were submitted and four were for infrastructure and seven for planning. The amount of 2018 requests totaled \$2.4 million and 14 counties were represented. Chair Hinton noted that in two years in which the Governor permitted broadband projects be eligible for CDGB funding, 37 of the 55 counties have become involved in the program.</p> <p>Chair Hinton suggested that the Council could host a day-long workshop in March or April for all CDBG broadband recipients and those counties that have applied for the grant to learn more about the program and to apply for CDGG funding.</p>			
7. NTIA Roanoke Broadband Summit Recap	<p>Ms. Workman gave a recap of this conference. She said broadband project teams from across Virginia were present to discuss their best practices. Ms. Workman said Virginia still faces many of West Virginia's challenges such as topography and extending service to rural areas.</p> <p>The three primary takeaways from the conference included. 1. Each community must develop a vision for broadband and to prioritize infrastructure projects. 2. States and local governments need to develop broadband-friendly policies that support economic development. 3. Broadband is important for every age group because it is a specific element of a growing and progressive community. It is a necessary condition because there is no substitute for broadband connectivity.</p> <p>Ms. Workman said it would be beneficial to the Council and staff bring NTIA into West Virginia for a similar summit.</p> <p>Council member Pete Hobbs and Council member proxy Mark DeBruyn of the Office of Technology also attended this conference.</p>			
8. Related Broadband Events:	<p>Chair Hinton noted several upcoming related events which included:</p> <ul style="list-style-type: none"> • Health Information Technology Summit: Nov. 14, Charleston • Broadband USA Webinar: Broadband Connectivity Is Transforming Healthcare: Nov. 14. • SHLB, Schools, Health & Libraries Broadband Coalition, Broadband Legislation in Congress: Nov. 15. • FCC Rural Road Tour: December 3-4, Charleston, Huntington, Bridgeport, Clarksburg, Morgantown. 			
9. Public Comments	None			
10. Next Meeting Date	December 13, 2018; 10:00 a.m.; Building 3, 8th Floor Conf. Room			
11. Adjournment	Meeting was adjourned at 11:19 a.m.			
Action Items				
No.	Description	Assigned To	Month Identified	Target Completion Date
1.	Consultation with WV DOH-ROW Policy/Dig Once Policy	Council, WVDO, WVOT	May	Ongoing
2.	Cooperative Toolkit and Training	Workman, O'Leary, Generation WV, WVU Law	June 2017	ARC grant funds pending

Attendees

Terry Ellis – Comcast

Mark Polent – WV Cable Telecom Association

Samantha McCreery – WVGES
Bradley Andrews – ACLC
Charlie Dennie – Alpha Technologies
Chris Morris – Citynet
Marlene Hackett – The Hackett Praxis
Loarie Butcher – LHB Strategies
Michael Graney – WV Development Office
Hallie Mason – Mason Consulting
James Bailey – Governors Office (TC)
Paul Kamienski – Citizen (TC)