

WEST VIRGINIA BROADBAND ENHANCEMENT COUNCIL



APPROVED MEETING MINUTES | March 8, 2018

Meeting Title	WV Broadband Enhancement Council Meeting		
Chairperson	Robert Hinton		
Date	3/8/2018	Location	WV Capitol Complex Bldg. 3, Suite 800 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	-	Woody Thrasher	Dept. of Commerce, Cabinet Secretary
TC	Robert Morris, Vice Chairman	Urban Residential User	p	Jeff Proctor	Representing Woody Thrasher
TC	Michael L. Holstine Secretary-Treasurer	Rural Business User Congressional Dist. 3	-	Dr. Steven L. Paine	Dept. of Education, State Superintendent
-	Ric Cavender	Urban Business User	p	Brenda Morris	Representing Dr. Steven L. Paine
TC	Robert Cole	Rural Residential User Congressional Dist. 1	-	The Honorable Glenn Jeffries	WV Senate (D) (Ex-Officio/Advisory Member)
P	John Dunlap	Office of Technology, Chief Technology Officer	-	The Honorable Craig Blair	WV Senate (R) (Ex-Officio/Advisory Member)
P	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
P	Dr. Jack Smith	Representing Matt Turner	-	Vacant	Rural Residential User Congressional Dist. 2
	Representative	Agency		Representative	Agency
P	Mark Debruyn	WVOT Infrastructure Manager, CTO Proxy	p	Tony Simental	WV Geological and Economic Survey, Office of GIS Coordination
-	Mitch Blake	Director, WV Geological and Economic Survey	p	Kelli Talbott	WV Attorney General's Office Legal Counsel
-	Josh Jarrell	WV Dept. of Commerce, Deputy Sec., Legal Counsel	-	Wes White	WV Development Office Legal Counsel
p	Tony O'Leary	WV Development Office Project Manager	p	Kelly Workman	WV Development Office Development Manager

Agenda Item	Details/Minutes
1. Call to Order, Opening Remarks and Roll Call	Chairman Hinton called the meeting to order at 10:02 a.m.
2. Approval of 2/8/2018 Council Meeting Minutes and Financial Statement	Jeff Proctor moved to approve minutes; Pete Hobbs second. Motion passed. Mr. Proctor moved to approved financial statement; John Dunlap second. Motion passed.

<p>3. Marketing and Communications</p>	<p>Jordan Ferrell of Commerce Communications gave an update on marketing initiatives including:</p> <ul style="list-style-type: none"> • Social Media: Twitter and FB accounts. Both accounts were shown with example posts to demonstrate the difference between the platforms and the type of content which is to be neutral and positive. • Update on projects and billing to date. The expenses incurred to date on marketing projects and staff hours and the remaining budget for future outreach efforts were explained. • 2018 Events Calendar: Suggested events and dates to be considered for all social media platforms were requested. Ms. Jarrell said each one needs to go through a review process for approval which includes the Governor’s Office.
<p>4. Mapping System Project Update</p>	<p>State GIS Coordinator Tony Simental gave several updates including:</p> <ol style="list-style-type: none"> 1. Speed Test Portal Status Update: The speed test has been updated to auto populate the survey once the test is taken. Mr. Simental said this will improve the amount and accuracy of data collected. All previous speed test data has been archived. 2. Statewide Broadband Map Status Update – The map has been updated with the most recent available FCC statistics from December 2016. Mr. Simental said there is an effort to get 477 data of the providers in each census block tract added to the map, and not just the shown providers on the county level.
<p>5. Fiber Locator Subscription</p>	<ol style="list-style-type: none"> 1. Mr. Simental said a lot of data is provided with this subscription, but it is only as detailed as what is voluntary supplied by providers. Some information has been shared with HUD CDBG recipients to assist them with their mapping and planning projects. Chair Hinton asked if a higher end fiber locator subscription would be more beneficial, particularly for the Council and grant recipients who will rely so much on such information. Mr. Simental said a better package than the current base model would be more beneficial. Mr. Simental is to present a price plan and advantages for an updated package for the next meeting. 2. Discussion ensued regarding the Council’s Ookla data subscription. It was noted that 2018 Ookla data was not yet available because the Council subscription only went through calendar year 2017. Chair Hinton asked if an Ookla 2018 data subscription was purchased now, could month-month data be collected and analyzed. Mr. Simental said that was the case Chair Hinton offered that the Council consider buying subscription now instead of waiting until 2019 to get 2018 data, especially because there was no price difference for acquiring month-by-month data. Motion was made by Mr. Proctor – with a second by Pete Hobbs – that the Council purchase the 2018 Ookla subscription. Motion passed unanimously.

<p>3. 2018 FCC Reports</p>	<p>Mr. Simental said that an updated FCC National Broadband Map-Fixed Broadband Deployment Map has been published based on FCC Form 477 reporting. Mr. Simental said one benefit is that it does show census tract information as well as census block information in some instances, but the provided information was not as accurate as what state-generated data and research shows.</p> <p>Chair Hinton said the pursuit of more accurate information was necessary as communities would have difficulty securing grants and loans for broadband development if FCC data showed high levels of coverage when that is clearly not the case. Council members and citizens discussed various methods and strategies to help better identify the underserved and unserved areas of the state. One potential strategy was to place an informational piece in county tax tickets per an effort being done in Fayette County. Pete Hobbs made a motion to cover the costs of stuffing envelopes (\$600 for 30,000 mailings in Fayette County) for Fayette County and all WV counties which choose to participate in a similar campaign. Bob Cole second the motion. During discussion, Kelly Workman asked that the Council allow the idea to be examined further for total costs and eligibility. The motion was amended the Council approve to cover such costs contingent upon these costs are eligible under Council guidelines. Motion passed.</p>
<p>7. CAF II Auction</p>	<p>The upcoming auction was discussed and how the auction is designed to increase service in underserved and unserved areas of the state. Applications to participate were due March 30, 2018. Chair Hinton discussed the possibility of setting up seminars in the future to capture funding mechanisms.</p>
<p>8. 2018 Legislation of Note</p>	<p>Tony O’Leary, WVDO project manager gave an overview of four bills that were still alive in the final week of the Legislative session and the topics each bill covered. Mr. O’Leary noted the bills had been amended by both bodies and what the final versions were going to be on the final night was speculative. Those bills are:</p> <p>SB 445 – Provides parameters for DOH to acquire property for utility accommodation.</p> <p>HB 4447 – The Broadband conduit installation bill commonly referred to Dig Once policy</p> <p>HB 4629 – updates language from HB 3093 which created the Broadband Council</p> <p>HB 4357 - West Virginia Small Wireless Facilities Deployment Act. Bill looks to have stalled in committee.</p>
<p>9. Legal and Technical RFPs</p>	<p>Chair Hinton noted the state Attorney General’s office has deputized the Legal contract with the Bowles Rice law firm to utilize its services for broadband legal issues and for assistance and guidance on legislative issues.</p> <p>Chair Hinton said an evaluation committee will soon meet to review and score the three submitted bids to the Council’s RFP for a technical consultant.</p>

9. Committee Reports	<p>Infrastructure Committee: No report</p> <p>Education Committee: Matt Turner and Dr. Jack Smith reported from its Feb. 12 meeting which included information from WVNET and its distance learning initiatives; and WV Public Broadcasting and its presentation on Next Generation television (ATSC 3.0) and how broadband will interact with it. Chair Hinton offered that a presentation of this forthcoming technology be presented at a future Council meeting.</p> <p>Adoption Committee: Bob Cole recounted several items that committee members have undertaken in recent weeks which includes letters to statewide organizations to request assistance in promoting the speed test; and his meeting with the Romney Deaf school principal who offered the school as a training site for any future Council initiatives.</p>			
10. Public Comments	None.			
11. Next Meeting Date	April 12, 2018			
12. Adjournment	Meeting was adjourned at 11:15 a.m.			
Action Items				
No.	Description	Assigned To	Month Identified	Target Completion Date
1.	Easement acquisition and donation	Committee	May	—
2.	Consultation with WV DOH	Council, WVDO, WVOT	May	Ongoing
3.	Website Redesign	Workman, O'Leary, Commerce Communications	May	Initial Launch Complete; Ongoing Edits
4.	Requirements of WV Code 31G	All Committees	June	
5.	RFP Process for ARC; Review of CDBG Apps	Workman, O'Leary		Complete
6.	Cooperative Toolkit and Training	Workman, O'Leary, Generation WV, WVU Law	June 2017	April 2018