



WEST VIRGINIA BROADBAND ENHANCEMENT COUNCIL

APPROVED MINUTES | May 9, 2019

Meeting Title	WV Broadband Enhancement Council	Time	10:00 a.m.
Chairperson	Robert Hinton	Location	Capitol Complex, Bldg. 3, First Floor
		Attendance	P = Present; TC = Teleconference; VC = Videoconference; _ = Absent

	Council Member	Representing		Council Member	Representing
P	Robert Hinton, Chairman	Rural Business User Congressional Dist. 2	-	C. Edward Gaunch	WV Dept. of Commerce, Cabinet Secretary
TC	Robert Morris, Vice Chairman	Urban Residential User	P	Jeff Proctor	Representing Secretary Gaunch
-	Michael J. Holstine Secretary-Treasurer	Rural Business User Congressional Dist. 3	TC	The Honorable Robert Plymale	WV Senate (D) (Ex-Officio/Advisory Member)
-	Robert Cole	Rural Residential User Congressional Dist. 1	-	The Honorable Craig Blair	WV Senate (R) (Ex-Officio/Advisory Member)
P	R.A. "Pete" Hobbs	Rural Residential User Congressional Dist. 3	P	The Honorable Daniel Linville	WV House (R) (Ex-Officio/Advisory Member)
-	Dr. Steven L. Paine	Dept. of Education, State Superintendent	-	The Honorable Kenneth Hicks	WV House (D) (Ex-Officio/Advisory Member)
P	Brenda Morris	Representing Dr. Paine	-	Ric Cavender	Urban Business User
P	Joshua D. Spence	WV Office of Technology, Chief Technology Officer	-	John Reasbeck	Rural Business User Congressional Dist. 1
-	James Dixon	Representing Joshua Spence	-	Vacancy: Business User Large Amounts of Broadband	
P	Matt Turner	Higher Education Policy Comm., Exec. Vice Chancellor	-	Vacancy: Rural Residential User Congressional Dist. 2	
P	Dr. Mary Stewart	Representing Matt Turner	-		
	Representative	Agency		Representative	Agency
TC	Mitch Blake	Director, WVGES	P	Tony Simental	WV GES, Office of GIS Coordination
-	Peter Markham	Bowles Rice Legal Counsel	-	Kelli Talbott	WV Attorney General's Office Legal Counsel
P	Alexandra Shulz	Bowles Rice 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; Roll Call	Chair Robert Hinton called the meeting to order at 10:05 a.m.
2. Approval of 4/18/2019 Council Meeting Minutes and Financial Statement	Jeff Proctor made a motion to approve the April 2019 meeting minutes; Pete Hobbs second the motion. Motion passed unanimously.
3. Pew Broadband Research Initiative Pew broadband-research-initiative.	Anna Read and Dan Kitson with the Pew Charitable Trust addressed the Council regarding the Trust's Broadband Research Initiative. Ms. Read said the Trust began researching how states have addressed gaps in connectivity in January of 2018 and in December began meeting with states on issues such as mapping. Ms. Read said West Virginia was one of 10 states selected to visit to better understand how states are addressing broadband connectivity challenges. She said the result will be a report titled, "Promising Practices." Mr. Kitson said the report will provide in-depth case studies of the 10 states and how their best practices and assist other states with broadband development.

4. Statewide Interoperable Network (SIRN)	David R. Neal, the Statewide Interoperable Radio Network (SIRN) Coordinator, gave an overview of the SIRN and how the statewide network could serve as a resource for broadband connectivity with public partners. Mr. Neal said a portion of the state’s 152 towers are being updated to increase their capacity to allow for more users and added the SIRN network would like to partner with those who could benefit with access to the tower network. Mr. Neal said he would forward SIRN network and contact information to the Council as his group is working on a master sheet which gives extensive details of the network’s assets.
5. 2020-2025 State Broadband Plan https://broadband.wv.gov/resources/wv-broadband-plan	Kelly Workman with the WV Development Office and Chris Campbell with Tilson Technologies gave an update on the 2020-2025 State Broadband Plan. Ms. Workman stated an outreach plan to reach out to stakeholders and the public for input would get underway in June and continue throughout the summer. She added a steering committee is being established to guide this effort and members are Robbie Morris, Josh Spence, Sen. Robert Plymale, Delegate Daniel Linville and Dr. Mary Stewart. After discussion, Chair Hinton recommended that Sen. Plymale and Del. Linville serve as the committee co-chairs. Ms. Workman said the four focal points on the plan remain, education, economic development, public safety and state and local uses of broadband. There was also discussion of adding additional mapping elements to the Scope of Work to be contracted out with Tilson Technologies. After discussion, and with no quorum at the time of this discussion, it was decided that work on the statewide plan would continue under the existing Scope of Work in the existing contract with Tilson Technologies. Discussion of additional Scope of Work mapping elements will be revisited at the next meeting.
6. Existing Contract Review and Renewals, Budget Review	At the time this agenda item was to be discussed, there was not a quorum. Chair Hinton announced the presentation and contract renewal for ESRI ArcGIS-Additional Credits and FiberLocator and additional Mapping Resources would be tabled to the June meeting. NOTE: Though quorum was later established, this agenda item was not taken up.
7. USDA ReConnect:	Chair Hinton noted that a ReConnect program requirement includes a certification letter from a state’s Governor that the state has a current statewide broadband plan. Gov. Justice has provided such letter for would-be applicants to the program. Chair Hinton stated it was his goal to see 20 applications submitted to this \$600 million broadband program.
8. Public Comments	There were no public comments.
9. Next Meeting Date	June 13, 2019; 10:00 a.m.; Building 3, First Floor Conf. Room 124
10. Adjournment	Meeting was adjourned at 11:05 a.m.

Action Items

No.	Description	Assigned To	Month Identified	Target Completion Date
1.	Legal and Cooperative Toolkit and Training	WVU Law	June 2017	ARC grant funds pending; submitted for final review 5/2019.
2.	Broadband Hub ARC Broadband Hub/Mapping Project	Simental, Workman	November 2018	Follow up issued 2/2019; Meetings May-June
3.	Website Updates-Speed test survey updates, map updates	Commerce	December 2018	Portions Complete; Survey modifications pending
4.	NTIA/National Broadband Map Improvements			5/10/2019 Initial Data Reviews
5.	FY 2018 CDBG Broadband Project Implementation Meetings			June-August 2019
6.	Guide to Broadband Development			September 2019
7.	Release of FY 2019 CDBG and ARC Applications			May 2019

8.	2020-2025 Broadband Plan			December 2019
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