



WV Broadband Enhancement Council

June 8, 2017

Adoption Committee Agenda and Minutes

Committee Title	WV Broadband Enhancement Council – Adoption Committee		
Chair	Robert Cole		
Date	06/8/2017	Location	WV Capitol Complex Building 6, 6 th Floor, Conf. Rm. A
Time	11:30 – 1:00 p.m.		
Audio Connection	304.957.6999 Conf. ID: 9359172#		

	Member	Representing		Member	Representing
p	Robert Cole	Rural Residential User Congressional Dist. 1	p	R.A. "Pete" Hobbs	Rural Residential User Congressional Dist. 3
p	Michael Holstine	Rural Business User Congressional Dist. 3	-	John Reasbeck	Rural Business User Congressional Dist. 1

P = Present; TC = Teleconference; VC = Videoconference; _ = Absent

	Guests	Representing		Guests	Representing
p	Kelly Workman	WV Development Office	p	Chris Morris	CityNet
p	Tony O'Leary	WV Development Office	p	Ron Pearson	Citizen
p	Tony Simental	WV GES, GIS			

Agenda

Topic	Details/Minutes
1. Welcome and Introductions; Roll Call and Review of Minutes	Mr. Cole called the meeting to order; silent roll was taken. This was the first Adoption Committee meeting, thus no Review of Minutes. Mr. Cole welcomed attendees and gave a high-level overview of the goals and direction the Adoption Committee
2. Development of Speed Test Guidelines	Mr. Cole presented several key elements which need to be part of the state's speed test guidelines as they are being developed and finalized.
3. Review of Easement Acquisition Resources	

<p>4. Data on Available Adoption Issues</p> <ul style="list-style-type: none"> a) Pew Research b) Previous Council-Regional Data c) Other 	<p>[Note: the following entry covers items 4-5-6.]</p> <p>The committee discussed at length the barriers which inhibits broadband availability in communities around West Virginia, particularly the most rural. Committee members shared personal accounts of their experiences about these barriers.</p> <p>Mr. Simental presided over a PowerPoint presentation which detailed the how and why such barriers exist. Mr. Simental reviewed the NTIA Broadband Adoption Toolkit:</p> <p style="text-align: center;"><u>NTIA Broadband Adoption Toolkit 2013</u></p> <p>In May 2013 NTIA released a Broadband Adoption Toolkit based on the field-tested practices of recipients from the Sustainable Broadband Adoption and Public Computer Center grant categories. The Toolkit is a guide to planning and carrying out effective adoption programs with a wide variety of audiences, including youth, low-income, and seniors. It includes chapters on planning a new program, designing outreach and communications activities, setting up training classes, and choosing engaging curriculum. It also has links to detailed examples, tools, and videos that can save time and resources for program developers.</p>
<p>5. Potential Obstacles-List and Rank</p> <ul style="list-style-type: none"> a) Availability b) Cost c) User Knowledge of Potential Value d) Legislative Needs 	<p>The barriers discussed include, but are not limited to, access; affordability; the sense of need; lack of knowledge and/or equipment to use broadband. Discussion ensued on potential solutions and how to effectively communicate those solutions to the affected audiences. Mr. Simental noted in his presentation that an Adoption Program should provide defined guidelines and benchmarks toward achieving this.</p>
<p>6. Actions/Responsibilities- State Agencies</p> <ul style="list-style-type: none"> a) Workforce WV b) Development Office c) Dept. of Commerce 	<p>Council members discussed the importance of the Adoption Committee being active with the Education and Infrastructure committees to ensure each committee’s guidelines and benchmarks are fluent.</p> <p>Members discussed past initiatives to provide computers and broadband training to communities statewide and how such past and current initiatives can be interwoven into the BEC’s mission.</p>
<p>7. Actions/Responsibilities for Public Outreach and Education</p>	<p>Committee members discussed the private and public sector partners who would be valuable resources in connecting the BEC to its primary target audiences to promote. This would include senior citizen organizations; colleges and universities; regional planning councils.</p>
<p>8. Specific Partners for Committee</p>	<p>Mr. Cole announced that citizen Ron Pearson would be a committee member. Mr. Cole invited all present to recommend other individuals for consideration to be on the Adoption Committee.</p>
<p>9. Public Comment</p>	<p>None.</p>

10. Next Committee Meeting Date	Thursday, July 13, 2017, to commence immediately following BEC regular meeting which convenes at 9:00 a.m.
11. Adjournment	Meeting adjourned at 1:43 p.m.

Action Items

Item No.	Description	Assigned To	Due Date
1	Individually written narratives of viewpoints/components of what the Adoption Committee priorities and objectives should be. All viewpoints to be reviewed and discussed with the objective of reaching a consensus that defines the Adoption Committee's purpose.	Committee members and Ms. Workman and Mr. O'Leary	July 6, 2017 (viewpoints to be circulated for review by email)
2	Contact/discuss state broadband mapping initiatives with their counterparts in other states to learn/research best practices.	Mr. Cole and Mr. Simental	July 13, 2017
3	Contact broadband program managers in other states to learn/research best practices.	Ms. Workman and Mr. O'Leary	July 13, 2017
4	Mr. Simental to email link of his PowerPoint presentation to the committee.	Mr. Simental	At earliest convenience

Notes: Minutes prepared by Tony O'Leary, WVO