

WEST VIRGINIA BROADBAND ENHANCEMENT COUNCIL



APPROVED MEETING MINUTES

May 10, 2018

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| Meeting Title | WV Broadband Enhancement Council Meeting | | |
| Chairperson | Robert Hinton | | |
| Date | 5.10.2018 | 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 |
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| 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 | TC | 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 |
| - | Robert Cole | Rural Residential User Congressional Dist. 1 | P | 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) |
| TC | 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) |
| - | 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 |
| - | Mark Debruyne | 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 |
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| 1. Call to Order, Opening Remarks and Roll Call | Chair Hinton called the meeting to order at 10:05 a.m. |
| 2. Welcome Senator Plymale | Chair Hinton welcomed the recently-appointed Senator to the Council |

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| 3. Approval of 4/12/2018 Council Meeting Minutes and Financial Statement | Pete Hobbs moved to approve minutes; second by Brenda Morris. Motion carried unanimously. Mike Holstine moved to approve financial statements; second by Jeff Proctor. Motion passed unanimously. |
| 4. Technical Consulting RFP | Kelly Workman with the WV Development Office told the Council that the evaluation committee completed its work and gave its recommendation to the Purchasing Division for the process to be completed and is awaiting Purchasing's approval. |
| 5. Council, Commerce, WV DOT Partnership | Chair Hinton updated the Council on ongoing discussions with DOH/DOT officials with regards to new legislation passed during the 2018 regular session related to broadband deployment issues. Chair Hinton said the discussions are an extension of a MOU the Council and DOT signed last fall to have regular meetings about how broadband deployment issues need to be addressed when part of DOT infrastructure projects. |
| 6. ARC Power Applications ARC Special Telecomm Initiative | <p>Chair Hinton said the Council has applied for an ARC Power Grant for technical assistance for \$150,000 for a business development hub to be located on the Council website. This hub is in partnership with the WVGES, DOT and WV Development Office and will focus on further how the agencies can further broadband development in policy and infrastructure, particularly in 10 southern WV counties that have been severely impacted by the decline in the coal industry.</p> <p>Chair Hinton added the Council has applied also for an ARC Power Grant for a Legal Toolkit in conjunction with the WVU Law Clinic and GenerationWV. The toolkit will serve as a legally-focused resource specific that communities can use to better understand the legal aspects of the development and implementation of broadband projects and infrastructure. Senator Plymale offered that the Council and WVDO staff consider a working group to further promote and implement these grant initiatives.</p> <p>Chair Hinton suggested that at the June Council meeting that the Council consider putting a framework in place for working groups (agenda item?) in anticipation of these grants being funded to advise how to promote the grant objectives.</p> <p>Chair Hinton said the Council has also applied for \$125,00 for an ARC Special Telecommunication Program for technical assistance that require a 20 percent match. The outcomes would be technical training and consulting and expand broadband infrastructure in five coal-impacted counties of Clay, Lincoln, Mingo McDowell and Webster.</p> <p>Ms. Workman said the state has received three project applications for ARC Special Telecom funding and will be reviewed per program guidelines and forwarded to ARC for final review and approval.</p> |
| 7. Grant Funding Update | <p>Chair Hinton said the Council has been assisting several communities with their applications to the USDA Community Connect program and the announcement of those grant awards is September 30. He added that the USDA Distance Learning and Telemedicine June 4 deadline is approaching.</p> <p>Aaron Sporck with Sen. Shelley Moore Capito's office said the rules for the USDA Rural Broadband Access Loans and Loan Guarantees program is due out this summer and applications will be accepted on a rolling basis through September 30 for up to \$600 million split between loans and grants.</p> |
| 8. Infrastructure Week May 14-21 | Ms. Workman recommended for people to follow the webinars from NITA as useful resources in learning more on broadband issues and how to improve and expand broadband in their respective communities. |

| 9. Committee Reports | <p>Infrastructure Committee: No updates at this time other than what was discussed earlier in the meeting about the collaborations with DOT.</p> <p>Education Committee: Dr. Jack Smith said the Education Committee would like to facilitate guest speakers for future Council meetings to discuss broadband-related / education issues such as E-rates and emerging technologies (ATSC 3.0 – “NextGen”) with Public Broadcasting</p> <p>Adoption Committee: Pete Hobbs said committee continues to work with the issue of reaching people who have no internet service and cannot take the Speed Test to determine how they can be represented as lacking service. There was also discussion of letters written to statewide organizations for assistance in promoting the speed test to their respective memberships. Tony O’Leary of the WVDO said he would work with Council member Brenda Morris who represents state K-12 education to deliver the committee letter to the state superintendent who would then circulate to the 55 county superintendents.</p> <p>Sen. Plymale asked if legislative members are part of – or can be – members of the committees as he has an interest in the infrastructure and education committees. Chair Hinton said the legislative members are welcome to join any of them and asked that the committees meet before the next Council meeting so that Sen. Plymale can become more familiar with them.</p> | | | |
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| 10. Related Events: | <p>Ms. Workman gave updates on several upcoming conferences in which WVDO staff would be present to represent and/or discuss broadband development topics. Those conferences include the:</p> <ul style="list-style-type: none"> • WVU Land Use Academy; • FCC Official’s visit to WV to discuss Mobility Fund II; • Regional Planning Development Council Annual Conference; • Create WV Conference; • GIS Conference; and the • WV Statewide Technology Conference in July | | | |
| 11. Public Comments | <p>State GIS coordinator Tony Simental clarified that the 2017-2018 Ookla data set does classify the difference between the various type of platforms when speed tests are taken though the 2016 data set does not. Mr. Simental also presented to the Council that the state Information Technology Council would like to have a Broadband Council member be represented on its committee as a non-voting member. A letter formally requesting this will be coming from the ITC to the Broadband Council.</p> <p>Citizen Bradley Andrews commented that he thought he could assist in the broadband deployment processes for communities that receive broadband funding and submitted ‘white papers’ to the Council. Chair Hinton commented that Mr. Andrews would want to keep updated on those communities that apply for broadband development grants.</p> | | | |
| 12. Next Meeting Date | Thursday, June 14, 10 a.m. | | | |
| 13. Adjournment | Mr. Holstine moved for adjournment; Chair Hinton adjourned the meeting at 11:05 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 |

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| 4. | Requirements of WV Code 31G | All Committees | June | |
| 5. | Cooperative Toolkit and Training | Workman, O'Leary, Generation WV, WVU Law | June 2017 | April 2018-Ongoing |