



WEST VIRGINIA BROADBAND ENHANCEMENT COUNCIL

APPROVED MINUTES | October 10, 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 Gauch	WV Dept. of Commerce, Cabinet Secretary
TC	Robert Morris, Vice Chairman	Urban Residential User	P	Jeff Proctor	Representing Secretary Gauch
TC	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	P	The Honorable Daniel Linville	WV House (R) (Ex-Officio/Advisory Member)
P	R.A. "Pete" Hobbs	Rural Residential User Congressional Dist. 3	P	The Honorable Craig Blair	WV Senate (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	-	William D. "Bill" Bissett	Urban Business User
P	Joshua D. Spence	WV Office of Technology, Chief Technology Officer	TC	Dennis Lee	Business User, Large Scale Broadband
-	James Dixon	Representing Joshua Spence	TC	Honorable Ronald G. Pearson	Rural Residential User Cong. Dist. 2
P	Matt Turner	Higher Education Policy Commission Vice Chancellor	-	Vacancy: Rural Business User Congressional Dist. 1	
-	Dr. Mary Stewart	Representing Matt Turner	-		
	Representative	Agency		Representative	Agency
-	Mitch Blake	Director, WVGES	-	Tony Simental	WV GES, Office of GIS Coordination
TC	Chris Campbell	Tilson Technology Management	-	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	CarolAnn Williams	WV Development Office GIS Manager, Broadband
P	Tony O'Leary	WV Development Office Development Manager	P	Kelly Workman	WV Development Office Administrative Director

Agenda Item	Details/Minutes
1. Call to Order, Opening Remarks; Roll Call	Chair Hinton called the meeting to order at 10:06 a.m.
2. Approval of 9/12/2019 Council Meeting Minutes and Financial Statement	Matt Turner moved to accept the September 2019 meeting minutes as presented; Pete Hobbs second. Motion passed unanimously.

<p>3. USDA ReConnect Training Recap</p>	<p>Kris Warner, the USDA Rural Development state director, gave a recap of the October USDA ReConnect training in Charleston. He thanked the Council and WVDO staff for assisting in the event which attracted more than 100 participants. Mr. Warner also announced that two USDA Community Connect awards were made to Monongalia County (\$1.96 million) and the Preston County EDA (\$3 million). He again commended the Council and broadband advocates for assisting state partners in the Community Connect program. Mr. Warner said only 20 CC grants nationwide were awarded and West Virginia was awarded two grants. Mr. Warner said the 2019 ReConnect award recipients will start to be announced individually in next week to 10 days, adding that every project will be announced individually. Mr. Warner concluded his remarks noting that the ReConnect 2020 funding announcement is anticipated to be announced in December and applications will be released in late January.</p>
<p>4. Council Draft Request for Information (RFI) incorporating Utility Feasibility Study needs.</p> <p>Chris Campbell, Tilson Technology Management, Inc.</p>	<p>Chris Campbell of Tilson Technology spoke to the Council's RFI to solicit information from service providers for information. He said the RFI has a two-fold purpose. One is to provide immediate information from service providers for the State Broadband Plan and the second is to develop long-term partnerships to advance middle mile and last-mile service around the state. Mr. Campbell said such partnerships will be vital, particularly in lieu of the current electric utility feasibility studies being conducted. The RFI was released October 3 and the deadline for the preliminary priority responses are due October 14 with all responses due November 4.</p>
<p>5. Legislative Priorities</p>	<p>Delegate Daniel Linville told the Council that Joint Committee on Technology is crafting a legislative broadband bill to introduce when the next Legislature session convenes in January. Del. Linville discussed several of those points and invited Council members and those in attendance to provide input.</p> <p>Among the items being discussed, Del. Linville said the committee would like to introduce a 'shot clock' on state agency regulatory approvals for applications for broadband builds. He said one key to broadband development will be to speed up the regulatory process. Del. Linville requested that the Council consider writing a letter to the state's federal representatives and other federal regulatory agencies requesting similar cooperation.</p> <p>Discussions ensued between Council members and those in attendance about the challenges of the discussion points. Chair Hinton recommended that the Council Infrastructure Committee meet within the next month to further discuss proposed legislation and to invite service providers to the meeting to give their collective viewpoints toward crafting effective legislation.</p>
<p>6. Mapping Program Update CarolAnn Williams, WVDO</p>	<p>CarolAnn Williams presented a video demonstration of how users can navigate the WVDO's latest broadband development mapping application. She said users locate information by a variety of categories such as census tracts while being able to export data and print data maps. Ms. Williams said this application is different than the current broadband speed interactive map on the Council website and the two will exist cohesively.</p>
<p>7. Five-Year Plan Surveys and Schedule</p>	<p>Ms. Williams demonstrated how the Five-Year Plan Survey responses are being collected and collated for information from the Council website dashboard. She said there are five active surveys that have been distributed to the public and specific user groups and responses can be categorized in real time as they are submitted.</p>

8. CDBG 2019 Applications	Chair Hinton reported that the WVDO received 19 applications totaling approximately \$9 million for broadband development in the HUD Community Development Block Grant program. Of the 19, 15 were infrastructure applications. Chair Hinton said as the list of CDBG, ARC, ReConnect and other broadband funding projects grows there is a need to increase staff capacity. Chair Hinton said an allocation for personnel services has been set aside in the Council budget for this. Mr. Hobbs made a motion that Kelly Workman of the WVDO draft a program manager job description for the Council to review so that extra staff could be secured when the Council personnel services allocation takes effect July 1, 2020. Jeff Proctor second. Motion passed unanimously.
9. Public Comment	Scott Gornell of BOA Enterprises spoke of his company's intent to explore West Virginia as a potential location for several technology businesses that his company represents. Rick Beckers from Jackson County spoke of how he, and the non-profit group he is CIO of in Jackson County, be an advocate for assisting in broadband development in any way they can.
10. Next Meeting Date	November 14, 2019; 10:00 a.m.; Building 3, First Floor Conf. Room 124
11. Adjournment	Chair Hinton adjourned the meeting at approximately 11:45 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 approved. WVU to coordinate initial meet.
2.	Broadband Hub ARC Broadband Hub/Mapping Project	T. Simental, K. Workman, C. Williams	November 2018	Target completion November 2019
3.	Website Updates-Speed test survey updates, map updates	Commerce, C. Williams	December 2018	November 2019
4.	NTIA/National Broadband Availability Map	T. Simental, K. Workman, C. Williams	February 2019	5/10/2019 Initial Data From Phase One States
5.	Guide to Broadband Development	WVDO	February 2019	October 2019
6.	2020-2025 State Broadband Plan	Steering Committee, Staff	March 2019	December 2019