



Lancaster County Broadband Authority

Minutes of Board Meetings

April 15, 23 and 29, and May 6, 2020

April 15, 2020

1. Call to Order & Approval of Minutes: Cassie Thompson called the meeting to order at 4:30 p.m. on Zoom. Mark McKercher, Gary Silverman and Margie Armen were on the call. Minutes of several prior meetings were presented, but their approval was deferred.

2. Discussions:

- a. On advice from BTS, Gary also mentioned that he is going to start drafting a procurement announcement for an ISP for our network. In the event we are selected for a ReConnect grant, we will have to be ready to start within 90 days. That means we need to have our ISP lined up, so this needs to be done now. Margie recommended that we issue an RFQ (Request for Qualifications) to invite interested persons to submit their information.
- b. Gary also observed that the ReConnect application period closed today and some accepted applications should be posted soon on the USDA website. That will give us an idea what we are looking at vis a vis Dominion.
- c. Dominion will be holding a meeting soon with Evan Feinman, Tamarah Holmes, and all the parties that are participating in the project to get the project started officially .
- d. We generally discussed prospects for VATI as outlined in the recent webinar sponsored by DHCD. Several important matters were announced at the webinar. 1) Due to coronavirus spending, the budget has been reduced from \$35 to 19 million; 2) The evaluation criteria have changed, with “Commonwealth priorities” more than doubling the weight they were previously assigned; 3) This year, applicants need to submit a “letter of interest,” which should simplify the application process somewhat; and 4) VATI will allow a 25% overbuild on wireless projects and 10% on terrestrial service projects.
- e. Margie reported that her letter to Tamarah Holmes of the VA Department of Housing and Community Development has been delivered and that we will hopefully see some movement on approving our reimbursement from the Telecommunications Planning Grant.
- f. Margie will prepare a letter to Dominion Energy renewing our request for a waiver of the “non-compete” provision in the MOU. We will discuss this further and be sure that our

response is delivered before the May 8 extended deadline to sign the MOU.

- g. Margie will prepare the BOS report for the monthly meeting, and Cassie will deliver it.
- h. Margie asked that the website be updated to place a notice to the public of how to request call in information for our meetings during the period while we are not meeting in person due to quarantine.

3. Recess: The meeting recessed at 6:15 and will reconvene for a closed session at 3:15 p.m. on April 23rd and at 2:00 p.m. on April 29th to prepare for the budget meeting of the Board of Supervisors that will be held on Thursday the 30th.

April 23, 2020

1. Call to Order: Cassie Thompson reconvened the meeting by conference call at 3:15 p.m. Gary Silverman, Margie Armen and Mark McKercher were on the call along with Jeff Beekhoo, Tyler Beekhoo and Candice Gregg.

2. Closed Session: At 3:15 p.m., we entered a closed session under VA Code 2.2-3711.29, .32, and .33 to discuss matters relating to VATI. Upon exiting the closed meeting, each member certified that only contract matters were discussed and that no action was taken.

3. Recess: At 4:15 the meeting recessed to the call of the Chair.

April 29, 2020

1. Call to Order: At 2:00 p.m., Cassie Thompson reconvened the meeting by Zoom. Gary Silverman, Margie Armen and Mark McKercher were on the call.

2. Discussions: There was a review and update on the matters raised at the April 15 meeting, as follows:

- a. Gary reported that our 29 Proposed Funded Service Areas from the ReConnect grant application have been posted on the USDA website. This posting allows service providers in our county who believe they are providing service to challenge the areas that we have identified as unserved or underserved and in need of grant funding. It is an indication that our application is complete and in the competitive process, although it does not indicate that we will be selected for a grant or predict our chances of selection.
- b. Margie asked for comments on her first draft of the Dominion response letter.
- c. Gary reported that DCHD has approved our budget under the Telecommunications Planning Grant and this is a good sign that there will be some progress in approving our

reimbursements. Gary will move forward on submitting the remittance requests for \$25 and \$15K respectively. These requests will cover \$40 K of the \$50K incurred for the BTS contract costs. Our preliminary expenses of approximately \$18K that were used for the survey and other related start-up costs were paid from the EDA grant and will not be submitted for reimbursement. This is consistent with the grant expectations that local funds will be used before requesting grant reimbursements.

- d. Cassie reminded everyone that the budget for 2020-2021 will be level funding from the current year. Margie added that, because the DHCD grant was submitted in the name of the County, the \$40K earned from grant will be paid to the County and not to us.

3. Recess: The meeting recessed at 3:15 p.m. to the call of the Chair.

May 6, 2020

1. Call to Order: Cassie Thompson called the meeting to order on Zoom at 2:00 p.m. Gary Silverman, Margie Armen and Mark McKercher were on the call. Bill Newborg and Scott Randall also participated.

2. Closed Meeting: At 2:00 p.m., we entered a closed session under VA Code 2.2-3711.29, .32, and .33 to discuss matters relating to VATI. Upon exiting the closed meeting, each member certified that only contract matters were discussed and that no action was taken.

3. Schedule next meeting and adjourn: The meeting adjourned at 3:20 p.m. The next regularly scheduled meeting will be held via Zoom on May 6 at the regular time of 4:30 p.m.

Respectfully submitted,



Secretary