



Lancaster County Broadband Authority
Minutes of Board Meeting
September 4, 2019

1. Call to Order & Approval of Minutes: The regular meeting of the Lancaster County Broadband Authority convened at 4:30 p.m. in the public meeting room at the County Administration Building. Cassie Thompson, Gary Silverman, David Pere, Kevin Bean and Margie Armen were present. Bob Westbrook, Jon Dixon, Chuck Rusinak, Mark McKercher, and Lee Capps attended as guests. Minutes of the August 21, 2019 meeting were approved as presented.

2. Discussion

- A. A guest asked that we post a Treasurer's Report on line, and a vote was taken on this suggestion. For, Cassie, David, Gary, Kevin. Abstain, Margie.
- B. Cassie indicated that 32 more surveys had come in after the deadline. She will still review the data, but it will not increase our total response rate. Even so, CIT reported that our response rate was 35% and that the data received warranted a 99% degree of confidence in the survey results. This was an all-time high response rate (previous high was 24%), and was particularly impressive to CIT because we were the first County to be required to include an income question on the survey. It was expected that the income question would inhibit the response, but obviously that was not the case.
- C. Cassie expressed satisfaction with the September 3 meeting with Rep. Wittman. She was particularly complimentary to Supervisor Jack Larson, who introduced the proceedings. Margie will draft thank you letters to Rep. Wittman, Sen. McDougle and Evan Feinman. David stated that he was particularly impressed with the information Rep. Wittman had presented about precision agriculture facilitated by GPS and broadband. Cassie will follow up with Lynn Kallus from the Farm Bureau. Gary explained that this is important to us vis à vis the RUS ReConnect grants, where potential grantees get credit for each farm field they will pass. It turns out we will not benefit from that credit because, although the tax maps should show where farm fields are located, no one actually enters the code for that designation into the system. Mark McKercher thought he might be able to help with locating and mapping farm fields, and we will discuss that further.
- D. Gary reported that, as a result of the Wittman meeting, we have been invited to participate in a Broadband panel to be held in September in Richmond. Gary also reported that Senator Mark Warner's regional director, Sam Taylor is interested in coming to Lancaster, and it was agreed that he should make the contact to nail down a

date. Finally, Gary took video of the Wittman meeting and Kevin has that video to format so that it can be posted on our website.

- E. Cassie asked the Board to consider how best to incorporate public comment into our proceedings. She suggested that we approve a time-limited period at the start of each meeting to allow public comment. She asked for input on the appropriate amount of time to allot to each speaker. 5 minutes was proposed and then approved by a unanimous vote.
- F. Moving to the questions posed by CIT on Decision Points, Cassie indicated that we are going to schedule another public on this topic after we have buy in from our Authority and the Project Management Team. She will circulate the info on that at the appropriate time.
- G. Cassie also asked for the audience's discretion with regard to the discussion that was to follow. The information to be discussed was for presentation to the Project Management Team at a subsequent meeting, and thus was pre-decisional. A long discussion followed about the Decision Points. Various Authority members offered their views on priorities and it was ultimately decided:

- 1) We would not choose one contracting mode at this time;
- 2) All the items mentioned in the CIT report are important and it would not be possible to choose between them. We could, perhaps, synthesize some higher-level priorities and offer these to the Project Management Team. With that in mind, each Authority member indicated his/her top-level concerns

Margie – secure maximum economic benefit and insure access for public safety.

Gary – insure the system's optimum performance and achieve deployment to all public school students.

Kevin – insure performance reliability, availability and price.

David and Cassie – promote adoption to stimulate demand.

3. Action Items: As noted above. In addition, Margie will 1) follow up on the matter of the return rate for the postcards; 2) prepare and submit our response to the Dominion Energy RFI; and 3) follow up on FOIA training for everyone.

4. Schedule next meeting and adjourn: The Project Management Team will meet September 5 at 7 p.m. in the public meeting room of the County Administration Building. The next regular meeting of the Authority will be held September 18, at 4:30 p.m. also in the public meeting room of the County Administration Building.

Respectfully submitted,



Secretary

