



Lancaster County Broadband Authority
Minutes of Board Meeting
March 17, 2021

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1. Call to Order: Cassie Thompson called the meeting to order at 4:30 p.m. in the conference room of the County Administration Building. Cassie Thompson, Kevin Bean, Cherie Kiser, Dr. Gary Silverman, Michele Craddock, and Dr. Robert Westbrook were present. James Cornwell, Esq., Don Gill, Chuck Rusinak, and Wally Dawson attended as guests.

2. Approval of Minutes: Minutes of the March 3, 2021 meeting were approved: Dr. Silverman motioned for the approval; Cassie Thompson seconded the motion; and all members voted in favor of the motion.

3. Discussions:

- a. Michele Craddock presented the final draft of the Amended and Restated Bylaws. Dr. Silverman made a motion to adopt the Amended and Restated Bylaws; Cherie Kiser seconded the motion; and all members voted in favor of the motion. The Amended and Restated Bylaws are attached.
- b. Don Gill reported that the Board of Supervisors has requested the members of the Authority to participate in a work session and budget session with the Board of Supervisors on March 25, 2021 at 6:00 pm. Cassie Thompson, Kevin Bean, Dr. Silverman, and Michele Craddock will attend in person; Cherie Kiser will attend by video conference (Zoom).
- c. Cherie Kiser reported the FCC will soon implement another broadband funding opportunity pursuant to the \$7.171 billion Emergency Connectivity Fund as part of the recently enacted American Rescue Plan Act of 2021. The funding is an opportunity for schools and libraries that those in Lancaster County may want to take advantage of when the rules are issued for applying. It also presents an opportunity for ISPs in the County to expand their services and equipment offerings to schools and libraries seeking to take advantage of the program.
- d. Dr. Gary Silverman provided an update on BTS' status under its contract with the County. The project, which was funded by the Virginia Broadband CARES ACT, requires BTS to provide wireless broadband services to 300 customers in the County. The project is behind schedule. The delays have extended the expected completion date from December to July 5, 2021. Predominately due to the world wide power chip

management shortage. However, two weeks have now gone by due to scheduling issues (weather and contractor). Note future ordering for projects will also have at least a 6 month back order for devices due to the chip shortage issue. While the Biden administration is trying to address this via emergency manufacturing legislation it will be difficult to catch up due to the interest in broadband systems and electronics in general. Potential customers can register for services on BTS' website. To date, approximately fifty prospective customers have signed up for service, but BTS still needs to test whether those prospective customers will receive an adequate signal. Jeff Beeko will attend the Authority's next regularly scheduled meeting on April 7, 2021 to provide an update and answer any questions the Authority may have regarding the project.

- e. Cassie Thompson reported she drafted a narrative describing the need for affordable broadband in Lancaster County to support an application to the Dupont Foundation for possible funding, which she circulated to the other members by email. Dr. Gary Silverman shared a PowerPoint presentation with maps and other graphics to support the viability and need for a discrete project in Nuttsville, which the LCBA could request the Dupont Foundation to consider funding. The members concurred that the detailed presentation was compelling and asked Dr. Silverman to identify two additional discrete projects that the Dupont Foundation may be interested in funding and to add those projects to the presentation.
- f. **Closed Session:** At 5:50 p.m., we entered a closed session pursuant to Virginia Code Section 2.2-3711(1), discussion and consideration of prospective candidates for employment and salary. The specific matters discussed were limited to: discussion and consideration of prospective candidates for the position of Executive Director and discussion and consideration of the salary for the position of Executive Director. Additionally, we entered into the closed session pursuant to Virginia Code Section 2.2-3711(8), consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The specific matters discussed were limited to: legal advice regarding certain provisions of the Virginia Freedom of Information Act, including provisions relating to closed sessions of the Authority; legal advice pertaining to the Authority, duties and responsibilities of the Authority as established pursuant to the Virginia Wireless Service Authorities Act; legal advice concerning specific contractual matters. The closed meeting concluded at 6:40 p.m. Each member certified that the matters specified above were the only matters discussed.
- g. Dr. Gary Silverman made a motion to authorize Cherie Kiser to negotiate an agreement with the qualified candidate for the position of Executive Director. Michele Craddock seconded the motions. All members voted in favor of the motion.

4. Schedule next meeting and adjourned: Cassie Thompson made a motion to adjourn the meeting until the work session with the Board of Supervisors on March 25th at 6:00. Michele Craddock seconded the motion. All members voted in favor of the motion. The next regular meeting will be held on April 7, 2021 at 4:30 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. B. Craddock". The signature is written in a cursive style with a large, stylized initial "M".

Secretary