Notes from Community Connectivity Consortium meeting 11/03/11

8 Interim board members represented by 8 agencies:

Brenda Cooper, City of Kirkland

Pam Stewart, University of Washington

Andy Stankovich, City of Seattle

Vicki Wills, City of Seattle

Mehdi Sadri, City of Renton

Stosh Morency, Renton School District

Chelo Picardal, City of Bellevue

Lora Ueland, Valley Communications Center

Lorrie Rempher, City of Auburn

Consortium members/Guests present:

David Mendel, King County

Consultant staff present:

George McBride, Community Connectivity Consortium

Meeting welcome and introductions delivered by Brenda Cooper, Chair. Brenda thanked the board for all of the effort involved in getting the governance structure in-place.

Approval of minutes, motion by Pam seconded by Mehdi, motion passed on a voice vote.

UASI Grant Update

George updated the board on both the 2009 and 2010 UASI grant work. Work on the 2009 grant continues. Fiber from Sunset to City Hall maybe completed this week or early next week. There is a conduit break in Newcastle that will need to be repaired before that segment is completed. George gave a high level review of the project budget for 2010 and the accompanying challenges. Toni, George, Vicki and Bill Schrier met to discuss possible participation by the City of Seattle to assist in the budget shortfall. Meeting with the City of Tukwila should be happening shortly. He also discussed the results of the last Operations Committee meeting wherein a number of members expressed interest in contributing to the KC-RCECC segment in exchange for owned fiber.

ILA Update

Brenda stated she has 12 signed ILA’s and passed out signed copies. City of Auburn, Bellevue, Kirkland, Pacific, Renton, Seattle, Lake Washington School District, University of Washington, Bellevue College, Renton School District, Bellevue School District and Valley Communications Center. Lorrie will follow-up with the City of Algona. George will follow-up with the City of Kent, Federal Way, Tukwila and Puyallup. Brenda will follow-up with Evergreen Hospital.

UASI 2010 KC-RCECC

Work has begun on a Project Agreement to include strand allocation, agreement on strand ownership by members owning strands to help balance the budget (6 strands = $1,000). David stated that all of the servers in the rcecc have moved. They are meeting internally to decide to handle the direct connections. RIMS is a focus of the connectivity. Would this impact viper? Vicki stated that EOC’s are meeting to look at next steps for video conferencing. County is going to link.

New Members

Brenda read Oskar’s note regarding joining of new members. Brenda discussed a one page joining thing for new members. Important to memorialize dates for by-law compliance. Brenda will work with oskar and bring it to the December meeting for approval.

Web Page

Brenda launched a discussion regarding a web site. They have purchased a url and are working on a revised logo. Stosh suggested a linkedin account or the consortium.

Project T & C’s

Maintenance as lead agency discussion. Stosh recalled a recent break in Renton. Where are the lead agency, RSD took care of a problem and billed out the maintenance cost to the other FOPA participants. Andy brought up the issue of collecting repair dollars if not a member. There may be instances wherein being the lead agency may not place maintenance repsonsibility upon the lead agency. George posited as it may be in the interest of the members to have the consortium arrange for maintenance for all of the Consortium’s fiber. He suggested this may reduce costs by having a single contract and reduce overhead and management costs. George was asked to take this to the Operations Board for a recommendation back to the board (George was also asked to distribute the minutes of the Operations meetings to the Board.). Items of concern were maintenance/repair priority within the service contract? Public safety must have a high priority? Lead agency responsible for repair? Who is responsible for costs? Stosh requested clarification on cost distribution.

Chelo and Stosh led a discussion about selling or leasing of fiber. Both Chelo and Stosh recommended that the sale of fiber should only be to a member so that all of the terms and conditions associated with the original project agreement stay whole. Brenda expressed concern about the sale of fiber purchased from grant funds. She requested a specific language be added to the document prohibiting such a sale. There was also discussion about all of the project agreement participants approving the sale. But the board must also know of any change in ownership or lease for documentation purposes. Leases outside of the membership by the fiber owner assuming the owner maintains physical management of the fiber. George and Brenda will pursue modification of the doc.

Mapping Project

Andy stated that Seattle had OSPInsight training. Items needed from Consortium members for their UASI funded mapping project, termination points (buildings, name address), splice points, routes, cable type, cable size, strand owners, access points (handholds, manhole, vault) along with size and type, materials list, contact info. Andy needs this from everyone. Brenda asked that Andy give a brief presentation about the project, what is needed, at the general membership meeting in December. Phase one in yellow. Details of how data import might work will be discussed at the next Operations Committee meeting. Andy did indicate that data can be imported into OSPInsight using ACAD and shape files. GIS folks should be included in this discussion in a separate meeting. Lorrie asked why use OSPInsight instead of ESRI. Chelo addressed this by saying their GIS staff has looked at both and found that ERSI does not go to deep enough detail. Shape files from ESRI should be able to be shared. This is a Seattle project. Can the data be moved both ways? Lorrie brought up long term maintenance issue. Need for a GIS/mapping meeting. Andy will give this some thought. Bellevue’s project is a separate mapping initiative.

Agenda

Planning for December meeting including agenda for notice due to open meeting requirements which Brenda will resolve. Meeting will be from 1:30-3:30 at Bellevue City Hall. Formal election of board members (we should send out a proposed list), proposed by=laws, approval of Terms and Conditions, presentation of a proposed work plan, maintenance agreement, fast facts updates, so that the board has an approved work plan between now and the annual meeting in May of 2012. Valley Communications Center is proposed for the board seat now occupied by Evergreen Hospital, should they elect not to participate.

Assignments for the next meeting:

Next meeting will be December 3rd.

Brenda will produce a joining document.

George will create a Linkedin page.

Ownership language issue will be circulated next week.

Andy will bring back mapping status and any data needs from members and issues.

Brenda will create a proposed work plan.

Adjourned at 3:15 p.m.