

# Community Connectivity Consortium

## Board Meeting MINUTES

**Date: March 12, 2020**

Time: 11:00 a.m. – 1:30 p.m.

**\*\*\* IMPORTANT NOTE \*\*\* Due to Coronavirus concerns, the Board Meeting will be held online ONLY \*\*\***

Via Skype (See Call In/Sign In Information Below):

Call In: 425-452-2025 - Meeting ID: 14705

Skype Meeting URL: <https://meet.bellevuewa.gov/pdunn/8X8ZEORH>



Please Sign in to the attendee's register for this meeting at: <https://bit.ly/2vK mzTi>

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### Board Members Present:

Bob Potts-King County, Donna Gaw -City of Kirkland, Chelo Picardal-City of Bellevue, Mark Strand -University of Washington, Lora Ueland – ValleyCom, Mehdi Sadri-City of Renton, Tom Howley, Renton School District

### Quorum:

Chelo Picardal-City of Bellevue, Lora Ueland-Valley Com 911, Bob Potts – King County, Tom Howley-Renton School Dist, Noah Pitzer/Mark Strand-UW, Mehdi Sadri-City of Renton, Donna Gaw – City of Kirkland,

### Other Attendees:

Donna Gaw-City of Kirkland, Galen Hirschi-City of Kent, Doug Mah-PNWGP; Thomas Fichtner-Federal Way; Hope Bourne-  
VCC; Darryl Hunt-KC; Tommy Lee-KC; Linda Hermanson-City of Redmond; Tim Hannah-SS911; Nathan Way, NORCOM;

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## AGENDA

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### Introductions/Call to Order at 11:06 am

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#### 1. Establish Quorum – Approve Minutes from December 19, 2019 Board Meeting

- Quorum - Established
- Approve Minutes from December 19, 2019 Board Meeting  
Motion: *Move to approve December 19, 2019 Board Meeting Minutes*  
Moved By: Bob Potts
- Seconded: Tom Howley  
Approved: Yes

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#### 2. Fiscal Report and Budget Discussion

- 2020 Year to Date Report – reflects budget as of end of February, 2020.
- 2019 Financial Review
- Initial 2021 Budget Discussion

Comments – Ended 2019 with underspending in terms of budgeted expenses. Projected fund balance is \$188,652.09 and includes reserves and unspent funds.

2020 Monitoring report reflects little activity in 1Q20. In process of sending invoices, a little late this year, but does not impact us in terms of meeting expenses.

At May General Meeting the 2021 budget will come before the Board for approval. Looking for direction from Board today with 2019 strategic plan opportunities surrounding Shared Services & Resiliency discussion in mind. Mark pointed out that we haven't seen the use of existing shared services so doesn't seem wise to expend more money and energy in this area. Resiliency was stated as important to many members, including local loop establishment and resiliency model. Local loops are a way to connect members to the node, which is necessary to take advantage of shared services. Focus in 2021 should also include increasing use of existing shared services. Mark asks that the topic of last-mile loop into the Operations Committee.

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### 3. Ring Activity/Operations Committee Report

- Ring Activity Operations Report

Mark Strand reported on the dashboard and segment uptime; which is extremely stable. Firmware fault in one of the boards on the UW side of the ring, has not impacted C3 ring. Believe they have the final fix that will be applied tonight between 10 pm and 2 am.

No incidents on the C3 side of the network. One planned event on the Bothell Neighborhood Bypass and waiting on contractor. Still working on NORCOM service request. Optical Network Inventory shows still a number of circuits open and unused with 3 active and 1 pending (NORCOM). 1G circuits showing several active but lots of space left.

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### 4. C3 Bylaws Review

- Each year at its annual Membership Meeting, changes to the C3 Bylaws are discussed and voted on. Are there any changes that the C3 Board wants to consider?

Chelo asked if there were any updates to be made to the bylaws and policies. None were offered and members were asked to email Chelo if thoughts/suggestions occur before next meeting.

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### 5. Kari's Law and the Ray Baum Act

911 Location reporting and PBX System Dialing requirements

Mark Strand shared UW's experience in complying with these two acts.

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### 5. EasTrail (Eastside Rail Corridor) Market Study and Next Steps

Darryl reported on this project that builds 28 miles of trail from Renton to Snohomish County border. Completed two studies; feasibility/cost of construction (\$12 mil) and market analysis and ROI. Findings presented to RAC on 1/31. RAC has responsibility for all projects in the corridor. Implementation plan being developed to include necessary meetings with various stakeholders to determine, among other things, governance model, identify lead entities, and finalize the draft plans.

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### 6. Sharing/Open Discussion/Member Update

- What impacts to operations do large numbers of remote/teleworkers cause?
  - Bandwidth
  - Temporarily assigned equipment
  - Help Desk
  - Phones – VOIP - Forwarding

Members shared steps they've taken such as increasing licenses for VPN, Zoom, Go-To-Meeting. Bellevue is using old MDCs from police vehicles that were to be surplus as spare computers for telework purposes. Probability of supply chain issues increasing.

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### 7. Good of The Order

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### 8. Annual Members Meeting

The 2020 Community Connectivity Consortium Membership Meeting will be held on May 14, 2020 at the **Crossroads Community Center**, located at 16000 NE 10<sup>th</sup> St, Bellevue, in the Community Room. The meeting will start at 11:00 and is scheduled to adjourn at 1:30 PM

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### 9. Adjourn

Adjourned at 12:45. Reminder to sign in on the web sign in.

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**Respectfully submitted,**

**Lora Ueland**  
**Board Secretary**

### C3 Member Cities/Agencies

Algona
Auburn
Bellevue
Bellevue College
Bellevue School District
Evergreen Hospital
Federal Way
Federal Way Public Schools
Kent
King County
Kirkland
Lake Washington School District
Milton
Newcastle
NORCOM
Northshore School District
Pacific
Redmond
Renton
Renton Regional Fire Authority
Renton Schools
SCORE
Seattle
SS911
Tukwila
University of Washington
Valley Com
Valley Medical Center