

Community Connectivity Consortium



Board Meeting Minutes

Date: March 9, 2023

Time: 11:00 a.m. – 1:30 p.m.

Location 1: Via Zoom (See Call In Information Below):

Call In: 253-215-8782 Meeting ID: 886 7044 1148

Passcode: 751397

Board Members In Attendance

Tommy Lee -King County, Donna Gaw -City of Kirkland, Chelo Picardal-City of Bellevue, Noah Pitzer -University of Washington, Kristin Meitzler – ValleyCom, Young Yoon-City of Renton, David Travis -City of Auburn, Randall Wood-Lake Washington School District (Joined Late), Jay Gray, Renton School District

Other Invitees In Attendance: Brett Tietjen – Renton, Brian Garbarino – Auburn, Chuck Saunders – Kirkland, Dennis Cook – UW, Doug Mah – PNWGP, Ian Hardgrave – Renton, Mark Strand – UW, Tim Hannah – SS911, Tim Longpre – Bellevue College, Thomas Fichtner – Federal Way, Hope Bourne – South King Fire and Rescue, Jim Levy – Valley Medical Center

AGENDA

Introductions/Call to Order

The meeting was called to order at 11:02 AM by Chelo Picardal

Chelo Picardal

1. Establish Quorum – Approve Minutes

- Quorum – [A Quorum was established](#)
- Approve Minutes from December 8, 2022 Board Meeting
- Motion: *Move to approve Minutes of the December 8, 2022 Board Meeting*

*Board Action
Required*

Moved By: [Donna Gaw - Kirkland](#)

- Seconded: [David Travis - Auburn](#)

Approved: **Yes** There were no opposing votes

2. Guest Speaker – Tommy Lee – King County IT – ACP Outreach, BEAD Funding and Broadband Initiatives

State-wide BEAD funding for Washington State is estimated to be from 900 Million to 1 Billion dollars. The first step in the process is to use the FCC Broadband availability map to determine locations available for funding. Map accuracy is vital. Tommy Lee has been working on the map for some months now to vet missing locations, non-existing locations, multi-unit buildings with incorrect number of dwellings, parcel city locations and missed parcels. On June 30, allocations will be determined by the NTIA based on the map. Next, the Washington State Broadband Office will need to provide a five-year Broadband Action Plan and a Digital Equity Plan. Plan is due in August. County Broadband Action Teams (BATS) are collecting community information to forward to WA Broadband Office by June 15. King County is working with ISP's to determine what plans they have in place to reach underserved areas. If cities or agencies have plans of their own, please make sure that Tommy is made aware of

*Tommy Lee
King County IT*

them so he can incorporate your information into King County's response to the State. If you are working on Digital Equity plans, please let Tommy know. Please let Tommy have your contact information in order for him to include you in any outreach or townhall meetings. After June 15, the State has two months to review all information provided and develop the overall state plan. In 2024, there will be a competitive grant program to allocate funding to projects. Requestors have a better chance of receiving funds if their plans were included in the original county and state plans developed in 2023.

Paul asked Tommy what he knows about how other counties in the state are managing this process. Tommy answered that the primary way that the state reaches out to counties is via the BATs. The Broadband Office has hired Washington State University to coordinate the outreach to all counties. WASU has prepared a workbook for counties to use in preparing their own information. Overall, this is a monumental task to be completed in a short time. While King County has the resources to be able to respond, it will be difficult for smaller counties.

Paul asked a question regarding the FCC mapping project and the FCC's deadlines for individual and bulk challenges to the maps, and whether these changes will be reflected in the final maps? Tommy responded that there are actually two 'layers' to the maps; One layer is actual locations, and this is managed by the FCC's consultant CostQuest. The second layer is provided by ISP's to note what service availability at each location looks like. The challenge period for availability ended January 13. The challenge period for location ends March 15. ISP's then have until June 30 to update new location information on the map. Tommy isn't sure how much information can be updated in this short period of time, and that King County's process and submissions place King County in a better position when funds allocations occur.

Chelo asked about the RFI sent to providers on how they can better server unserved and underserved areas. Tommy explained that the RFI is to all ISPs operating in King County, and asks how they can better provide services to the unserved and underserved areas identified. Their responses will allow King County to prepare the best possible picture to show how the County can eliminate the unserved and underserved areas, and a justification for the County's funding requests.

Chelo noted that the County's ACP coverage and outreach statistics site has helped the city to identify where and how they can best reach out to potential beneficiaries of the FCC's ACP program.

Tommy noted that if cities or school districts are performing outreach to potential ACP recipients or have other initiative underway, these can also fall into the Digital Equity portions of grant requests.

Jay Gray asked whether the school district's Hotspot plan for students without home internet is something that could be included. Tommy indicated that this could very well be included.

3. Fiscal Report and Budget

- **2023 Year to Date Report**

Chelo delivered the Consortium Budget Report as of December 31, 2022. Chelo noted that Bellevue's financial department is still working to close 2022, so a 1Q 2023 report is not yet available. 2022 closed in an excellent condition. Some UW invoices from 2022 came late, so will be paid in 2023, and noted in reports.

We will be adopting our 2024 budget in the May meeting, and asked for input in the meeting or via email for items we need to provide for in the 2024 budget.

Chelo Picardal

4. Review of C3 Bylaws, Financial Policy and Governing Documents

Each year, at the Annual Membership Meeting, possible changes to C3 Bylaws, Financial Policies and Governing Documents are discussed. It is time to review these documents and suggest any changes or edits that may be introduced at the May General Membership Meeting. The existing documents are provided as part of this meeting's Agenda Packet.

Chelo Picardal

A reminder that each year, these policies are reviewed. If there are any items or terms that need to be adjusted, please review these documents and send suggestions to the Board.

5. Board Vice Chair Position

Donna Gaw will be leaving the City of Kirkland at the end of March, 2023. David Travis of Auburn has agreed to fill the position on an interim basis until the May 2023 General Membership and Board Meeting.

- Motion: *Move to approve David Travis to fill the Vice Chair position on an interim basis until the May 2023 General Membership and Board Meeting.*

*Board Action
Required*

Moved By: Donna Gaw

Seconded: Randall Wood

Approved: **Yes** - There were no opposing votes

6. Project Agreement 80 Update

Now that PA 80 is approved, an update on the project and schedule will be provided.

Noah reported that equipment orders have been placed, and Dennis will have more information in his report.

Noah Pitzer

7. Ring Activity/Operations Committee Report

- Quarterly Ring Activity Operations Report

Dennis delivered the quarterly Ring Activity Operations Report.

Recent fiber outages have proven that the ring architecture is paying off. C3 services ran at 100% with no disruption to C3 traffic, despite significant problems in Kent, Seattle and Renton.

During the recent outage in Renton, strand assignments and splice information was not correct. Dennis has updated as-built information in the UW records following this incident. Paul noted that he has a scheduled meeting with Renton tomorrow to review their information and records.

Dennis Cook

Dennis noted that a recent ring incident experienced some difficulty in reaching the right people and asked that the C3 contact list be reviewed. Paul took this as an action item.

PA 80 equipment is currently scheduled to ship at the end of March. Paul will begin outreach to PA participants for their service requests for the 10 GB Services.

8. Operations and Services Discussion

At the February 2023 Operations Committee Meeting, a discussion of C3 services and possible addition of services was held. A number of offerings/services were discussed. Chelo noted that many of these have been implemented between C3 members, and suggested the possibility of a planning roundtable meeting held in-person. Chelo noted that meetings in-person offer a number of advantages when collaborating and planning.

Chelo Picardal

How should C3 approach a discussion regarding future needs and the best way for members to collaborate? What joint projects or new services should C3 consider? Should we get together and work through a brainstorm on projects and services?

Tommy asked for a refresh on what's been discussed so far? Paul noted three items: Collaboration in cyber security efforts, BDR efforts and services, and colocation.

Chelo asked if this would be a good chance to meet face to face or is virtual still the best way?

Tim Hannah mentioned SS911's desire to work on regional resources, specifically a path to directly connect to ValleyCom. SS911 notes that the South Loop initiative for the C3 Ring is still important.

David Travis feels this would be a good opportunity to gather and discuss this initiative.

Tommy Lee mentioned that King County INET has a presence in Pierce County. With redundant paths via King County INET services.

Kristin mentioned that a priority for ValleyCom is to add a second fiber path to ValleyCom.

Tim feels it works best when we can get a larger interest group around a table to discuss.

Chelo asked who aside from SS911, Auburn, ValleyCom and Federal Way should be part of a group to discuss this issue. Thomas noted that it would be useful to include Des Moines, SeaTac, and Burien in these discussions.

Paul suggested adding Sumner and Puyallup to the group.

Chelo asked Paul and Tim to begin scheduling meetings for these discussions.

9. 2023 Meetings Schedule

Discussion – Should meetings remain virtual for 2023?

So far, the consensus is that meetings are fine virtual. David noted that we have a higher participation rate in virtual meetings. Chelo agreed, and noted that face to face meetings are useful in strategic planning and project development. Thomas appreciates the virtual meetings due to a reduction in windshield time to attend in person meetings.

Board Meetings:

Q1 – March 9, 2023 – Board Meeting

Q2 – May 11, 2023 – General Membership and Board Meeting

Q3 - September 14, 2023

Q4 – December 14, 2023

Paul Dunn

Operations Committee Meetings (Third Wednesday of each month)

January 18, 2023

February 15, 2023

March 15, 2023

April 19, 2023

May 17, 2023

June 21, 2023
July 19, 2023
August 16, 2023
September 20, 2023
October 18, 2023
November 15, 2023
December 20, 2023

10. Good of The Order

Chelo asked if any other members have had conversations with Google Fiber? Kirkland, Bellevue, Renton, and Federal Way have. A discussion of Google's approach ensued. Bellevue is trying to figure out the best way to approach Google's "shallow trenching" methodology. Kirkland is review this also. Kirkland has met with some other cities who have accepted Google, and they have found that Google has been difficult to work with and is reluctant to offer any shared resources. Franchising and permitting will be needed. Google went dark on this for a while, but has resumed with a new plan. Chelo noted that it is fascinating what Google is doing and offering: 1/1 GB - \$70.00/ month, 2/2 GB - \$100/month, 5/5 GB - \$125/Mo 8/8 GB \$150/month They are looking at a possible 20/20 service. This could be a market disruptor. They may be offering a 300 MB service for \$30/month to ACP qualified customers. Thomas noted that Federal Way Public Works has concerns with street conditions, and suggested maybe a group of members could approach Google to suggest a pilot/ proof of concept that others could benefit from observing.

All/Any

Thomas had a question whether anyone is using the M365 F3 license? Renton noted they use if for temporary/volunteer employees, seems to work well for them. LWSD uses E1 for this.

Chelo asked if anyone has internal policies on how to assign licenses? David would also like to know.

11. Wrap-up

- Assignments.

All Participants

Adjourn The meeting adjourned at 12:26 PM

Next Meeting: May 11, 2023 – General Membership and Board Meeting

Respectfully Submitted,

Kristin Meitzler – Secretary to the Board