Telecommunications & Connectivity Advisory Board

Meeting Minutes
April 18th, 2019 Meeting
10:00 am – DPS 112 State Street, GIGA Conference Room, Montpelier, VT

Attendees:

1. David Snedeker – Chair of the Board, Northeastern Vermont Development Association
2. Michael Clasen- Deputy State Treasurer
3. Ashlynn Doyon – Executive Assistant, State Treasurer
4. Robert T. White- AOT
5. Katherine Sims – Director of Northeast Kingdom Collaborative
6. Evan Carlson (via phone)
7. Clay Purvis- Director of Telecommunications & Connectivity, Dept. of Public Service
8. Michael DeHart- Telecommunications & Connectivity Staff, DPS

Item	Item Description	Action By
1.0	Call to Order at 10:10 am	Chair Snedeker
2.0	Changes to Agenda: a. Add discussion of General Assembly Report b. Add discussion of Broadband Action Plan	Clay Purvis, accepted by Committee
3.0	Executive Session- Connectivity Initiative Grant Review and Recommendation	Chair Snedeker
4.0	Connectivity Division Annual Report- Clay Purvis	
4.1	Report to General Assembly on the Activities of the Connectivity Division for FY 2018 a. Clasen- make sure dollar amounts and formatting in tables is consistent, would like to	Clay Purvis

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	see geographic distribution of grant awards. b. Purvis- Dept recently became aware of a new reporting requirement to map broadband for co-working spaces and provide a report for what it would take to provide broadband to co-working spaces/incubators. Dept will add a section to the report regarding downtown broadband facilities and its capacity to serve co-working spaces. Legislature doesn't necessarily have a definition of co-working space. c. Carlson- Re: co-working spaces, 100mbps symmetrical would be the baseline for some of the technologies at these locations. Symmetry would be key. 50/50 would be acceptable in most circumstances, but 100/100 is needed. d. White- 100mbps symmetrical can even be too little for video-heavy uses like AOT's road cameras. e. Sims- Is there a place for context around Vermont compared to other 49 states in the Report? Purvis- Certainly. We've done some of that work, but we can implement more going forward.	
4.2	Appendix to GA Report- Broadband Action Plan	Clay Purvis

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	a. White- We should update the definition of broadband b. Purvis- Our statutory goal is updated, but not the speed thresholds when state funding is applied to serve unserved areas. c. White- Would like more content on Public-Private Partnerships d. Snedeker- With those additions, we are okay with you submitting this action play with the GA Report.	
5.0	Telecommunications Plan Discussion, Comments: a. Purvis- With current draft, we've met statutory requirements. We've held five hearings, we have one remaining. It's currently in "final draft limbo." We need advice and approval from this board on the plan. If you'd like to do it now, or if you'd like a separate meeting- we'd be happy to accommodate. b. Clasen- I have not reviewed this, so I'd prefer another meeting. When is the due date? c. Purvis- It's arguably past-due, but we have an existing telecom plan in place (2014), we commenced the new plan on time (2017), and it's now the 2018 plan. We've taken considerable public	Clay Purvis

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	comments on the plan, and plan on continuing to revise the plan. One option is for the board to provide us comments on the final draft as proposed. We could release an amended final draft, which would take a little longer- after the legislative session. d. Clasen- When will you have comments incorporated? e. Purvis- Early June. We can provide all of those comments- most of them pertain to 5G. Many people are afraid of the health impacts, so we want to accommodate that with some more depth on the discussion. f. Snedeker- So you'll send us the comments, and we have the plan. We can get your comments to Michael within a month.	
6.0	Schedule regular meetings/ Schedule summer public meeting a. Annual public meeting- Clay read statute. We would bring Commissioner to a public meeting as a "joint meeting." b. Clasen, Katherine: What is the intent of a "joint public meeting?" What is different about that type of meeting than this meeting? Is there a different goal for these meetings?	Clay Purvis

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	c. Clay: Maybe you could discuss your comments on the telecom plan at that type of meeting. d. Clasen: Does that plan include much content on this board itself? If it did, it could be prudent to discuss the telecom plan at that meeting and let the minutes reflect that this meeting is a statutory requirement so it goes on record. e. Snedeker: What is the statutory requirement to our number of meetings? f. Clay: Not more than 6, but we would prefer no fewer than 4 as a matter of keeping the board involved. g. Snedeker: Quarterly meetings okay with everyone? (all yes) I'll work with Clay to get those scheduled. h. Schirling: Is there a timeframe for the companies to complete their projects? i. Clay: From the time of contract, they have 1 year to establish service, and it must remain in place for at least 5 years.	
7.0	Public Comment	
8.0	Adjournment- Meeting adjourned 12:01 PM	Motion Clasen, Second Sims

Minutes Subject to Approval

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