



# UC2B Policy Board Minutes

## Regular Meeting

January 6, 2011

### Location:

Douglass Branch Library Board Room  
504 E. Grove, Champaign, Illinois

Committee Members Present: Abdul Alkalimat (11:59 a.m.), Rev. Zernial Bogan (12:20 p.m. via Skype), Brandon Bowersox, Deborah Frank Feinen, Fred Halenar, Pete Resnick, Richard Schnuer, and Mike Smeltzer

Committee Members Absent: Maria Mobasseri

Others Present: Mike Vrem, Champaign Telephone  
Ray Mitchell, Volo Broadband  
Peter Folk, Broadband Access Committee  
John Kersh, University of Illinois  
Bob Miles, University of Illinois  
Tony Vandeventer, City of Champaign  
J. Paul Duke, Shive-Hattery, Project Manager  
Craig Shonkwiler, City of Urbana  
Brittney Eckels, University of Illinois  
Bill Gray, City of Urbana

The meeting was called to order at 11:55 a.m. by Committee Chair Feinen.

**Approve Agenda:** Committee Member Halenar, seconded by Committee Member Resnick, moved to approve the agenda. Motion to approve was passed by a voice vote.

**Approve Minutes:** Member Halenar, seconded by Committee Member Bowersox, moved to approve the minutes of the December 16, 2010 Policy Committee Meeting. Motion was passed by a voice vote.

## Action Items

**A. Amendments Proposed to By-Laws:** No action taken.

### **B. Grant Required Approvals:**

- Committee Member Smeltzer stated that Eric Lampland, a Shive-Hattery subcontractor, suggested including IGMP, a type of protocol at the ONT level, in the

evaluation criteria for multi-task support on the Fiber-To-The-Premise (FTTP) Request for Proposals (RFP) evaluation matrix. Discussion included:

- Adding the words “IPGM support at the ONT level”
- Support of the addition as long as there is a full discussion by the Technical Committee

Committee Member Smeltzer, seconded by Committee Member Resnick, moved to approve adding “IPGM support at ONT level” contingent on Technical Committee’s approval of the change. Peter Folk suggested allowing the Technical Committee to make minor changes to the evaluation matrix. Following a brief Committee discussion, it was decided not to allow the Technical Committee to make changes. Motion to approve was passed by a voice vote.

- Committee Member Smeltzer stated that the attorneys are meeting Friday, January 7, 2011 to discuss easements. Not all of the rings can be built in 2011, so a suggestion has been made to isolate the areas of potential easement issues and to have Shive-Hattery design an easement-free approach and alternate designs that would cover the areas where easements would need to be acquired. Construction would start in 2012 in the easement areas, giving more time for easement issues to be worked out. Consultant Duke stated that there will be some additional costs associated with this approach, but the approach has a lot of merit and bears further exploration. Following Committee discussion, the Committee decided that Tony Vandeventer, who is attending the attorneys’ meeting, will let the attorneys know that the Policy Committee approves of the suggested approach with unanimous consent.
- Following a brief discussion, it was decided that the Policy Committee will meet every Thursday in January 2011. The need for weekly meetings in February will be discussed at the February 3, 2011 meeting. The meetings of January 13 and January 27 will focus on Action Items for Grant Required Approvals and Technical Committee information and recommendations. Committee Member Resnick stated that the Committee should think about having evening meetings which would allow longer meetings, and the public could attend more easily.
- Based on Mr. Shonkwiler’s suggestion and Consultant Duke’s approval, Committee Member Smeltzer, seconded by Committee Member Halenar, moved to approve that for construction required permits, the entity that holds the contract for construction will be named on the permit as the permit holder, and to the extent that any areas cross, the relevant permits can be jointly named. Motion to approve was passed by a voice vote.

## **Discussion Items:**

**A. Discussion of Timeline:** No discussion.

**B. Technology Committee Report:** Committee Member Halenar stated that a lot of work is being done at the Subcommittee level. The Technology Committee had a big discussion related to the total cost of ownership for FTTP which includes some policy

issues. Committee Member Smeltzer stated that the Technology Committee expects to come to a conclusion on the three issues next Tuesday and take its recommendations to the Policy Committee next Thursday. The three issues are the formula for the RFP, cabinets, and UPS/battery backups and longevity.

**C. Eligibility of Grant Funds to Pay for Legal/Consultants, and/or Consortium Coordinator/General Manager:** Committee and audience discussion included:

- The need for a staff person.
- The need to request funding for this position (to the extent that it can not be funded for by the grant) from the City of Champaign, the City of Urbana, and the University of Illinois; how to go about making that request; and what will be the terms of the funding (loan from the individual governmental partners of UC2B, sunk cost, etc.).
- Urbana as the Operations Lead Agency.
- The need to define the operational entity's governance structure, which is different than the Operations Lead Agency. The attorneys from both Cities, the consortium designees, and the attorneys hired by the University of Illinois, Ice Miller, are all working separately on the governance structure issue. The Policy Committee will be able to use the information they come up with to make a decision.
- The need to have something in writing stating what is grant eligible and what is not or have Maxine Sandretto from Grants and Contracts attend a meeting to speak on what it grant eligible and what it not.

Committee Members Bowersox and Schnuer agreed to begin the process of defining the responsibilities of the staff member and determining whether some or all of those activities could be funded by the UC2B grant by creating a list of duties for the Consortium Coordinator position. They will also identify what they see as grant eligible construction duties, and what are operational duties prior to discussion with Grants and Contracts.

**D. Employment for Census Block Area Canvassing and Coordination:** Committee Member Smeltzer stated that candidates are scheduled for interviews on Monday, January 10, 2011. Whether a job will be offered will depend on who is going to hire the temporary employees to canvass the canvassing area. Discussions have been started with the City of Champaign on managing the canvassing within its limits and hiring the employees, but such discussions have not yet taken place with the City of Urbana. Canvassing is considered part of construction and will be paid for by the grant, no matter who the lead agency is.

**E. Employment Hiring Practices and Process:** No further discussion.

**F. Easement Property Acquisition:** No further discussion.

**G. Marketing Message and Plan:** The Marketing Subcommittee has not met due to the Holidays.

Committee Member Alkalimat stated that eBlackCU will have a Careers, Jobs and Technology Conference on Saturday, January 8, 2011. The focus will be on economic development and the jobs that will be emerging due to the impact of big broadband. Committee Member Alkalimat stated that the Policy Committee needs to take the time to develop a vision of the two Cities in relationship to this digital transformation and where the communities might be in ten to twenty years. He said that Saturday's meeting is an opportunity to interact with the community, which is an important step. Committee Member Resnick requested the outcome of Saturday's meeting be put on a future agenda as a Discussion Item.

**H. Grant Budget Update:** Committee Chair Feinen asked that Committee Member Smeltzer present a copy of the actual budget at a January meeting. Committee Member Smeltzer stated that the NTIA quarterly report will be going out soon and he will get a copy of it. Several Committee Members stated that the NTIA quarterly report should be brought to the Policy Committee meeting every time it is filed.

**I. Shared Information on Other Broadband Projects or Topics Relevant to Our Project:** Committee Member Halenar stated that he has received what may be a letter of resignation from Maria Mobasseri. Committee Member Mobasseri's letter stated that she no longer manages Parkland College's Digital Divide Grant. It has been given to Minor Jackson and he may be a good resource to take Ms. Mobasseri's place on the Policy Committee. Committee Member Halenar will verify that Committee Member Mobasseri is resigning. Committee Chair Feinen requested that Committee Member Halenar confirm Mr. Jackson's interest in becoming a Policy Committee Member.

**J. Update On Entities Interested In Utilizing Service:** No discussion.

**Tasks To Complete For Next Meeting:** No further discussion.

**Items for Next Meeting's Agenda:** Committee Chair Feinen stated that the agenda for the January 13, 2011 meeting will only include Action Items.

**Public Participation:** None

**Board Comments:** None

**Adjournment:** The meeting adjourned at 1:16 p.m. by Committee Chair Feinen