



UC2B Policy Board Minutes

Regular Meeting

March 2, 2011

Location:

City of Champaign Council Chambers
102 N. Neil, Champaign, Illinois

Committee Members Present: Rev. Zernial Bogan, Brandon Bowersox, Mike DeLorenzo, Deborah Frank Feinen, Fred Halenar, Minor Jackson, Pete Resnick, and Richard Schnuer

Committee Members Absent: Abdul Alkalimat

Others Present: Vacillia Clark, City of Urbana Human Resources
Ray Mitchell, Volo Broadband
Peter Folk, Broadband Access Committee
Mike Smeltzer, University of Illinois
John Kersh, University of Illinois
Brittney Eckels, University of Illinois
Paul Duke, Shive-Hattery, Project Manager
Craig Shonkwiler, City of Urbana
Henry Bill, Southern Bell Electric
Otis Noble, III, University of Illinois
George Butts

The meeting was called to order at 12:03 a.m. by Committee Chair Feinen.

Approve Minutes: Committee Member Bogan, seconded by Committee Member DeLorenzo, moved to approve the minutes of the February 24, 2011 Policy Committee Meeting. Motion was passed by a voice vote.

Action Items:

A. Grant Required Approvals: No action taken.

B. Approvals of Items Forwarded from Technical Committee and its

Subcommittees: Committee Member Halenar stated that the Technical Committee does not have any items for the Policy Committee's approval. Committee Member Bowersox asked whether the Technical Committee is going to address the remaining design review recommendations and suggestions, and whether the locations of future nodes have been established for Champaign and Urbana. Project Manager Duke stated the remaining design review recommendations and suggestions should be reviewed, but that from a

design perspective, Shive-Hattery has answers that it needs to proceed. Project Manager Duke also stated network access points have been established for Urbana and Champaign, and all of the fiber distribution hub locations are established and approved.

C. Amendments Proposed to By-Laws: No action taken.

Discussion Items:

A. Minority and Local Workforce w/Vacillia Clark: Committee Member Bowersox and Resnick have been meeting with the City of Urbana Human Resource staff to discuss the minority and local workforce hiring goals for the UC2B project. Committee Member Bowersox reviewed a memo, which was provided to the Committee last week, regarding the discussions. The memo included:

- Goals
- Using contracting practices that seek to increase participation among Minority and Female Business Enterprises in UC2B contracts (MAFBE)
- Equal Employment Opportunity (EEO) contract compliance, as an approach
- Using contracting practices that seek to increase participation among local contractors
- Promotional and assistance programs
- A tiered hiring structure

Committee Member Schnuer reviewed the City of Champaign's current practices regarding MAFBE, EEO contract compliance, local preference, and employment.

Committee and audience discussion included:

- How would Federal and State guidelines regarding State and Federal funding fit in with local workforce hiring goals? (Local guidelines would be in addition to the Federal and State guidelines. Legal guidance is needed regarding how MAFBE requirements will fit in with local workforce hiring goals.)
- How the MAFBE process is applied to bids at the University of Illinois was explained.
- Construction bids for the City of Urbana, the City of Champaign, and the University will be final on April 5, 2011. Craig Shonkwiler stated that the City of Urbana has been approved to follow the University's 15% MAFBE goal. The language for any additional requirements will be needed in a couple of weeks.
- Basing the MAFBE goal on the demographics of the community.
- Local prime contractors getting the necessary information to be able to bid on the project.
- Supplying prime contractors with the information of minority and local subcontractors.
- The Minority Hiring and Business Contracts subcommittee will meet Saturday, March 5, 2011 at 9:00 a.m. at Salem Baptist Church. Mike Smeltzer will attend to answer questions regarding construction. Vacillia Clark will attend to answer questions regarding employment. (The formation of the Minority Hiring and

Business Contracts Subcommittee, which will be a committee as a whole, was authorized by Committee Chair Feinen at a previous meeting.)

- Design plans will be made public April 11.

B. Discussion of Timeline: Committee Chair Feinen asked whether the Policy Committee can resume meeting on the 1st and 3rd weeks of the month, or does Shive-Hattery need the Committee to meet more frequently. Project Manager Duke agreed with meeting on the 1st and 3rd weeks.

Committee Member Bowersox asked when action is needed regarding an organizational structure. Project Manager Duke stated that Shive-Hattery will start easement negotiations as soon as it has a good sense that an entity is going to be formed. In regards to the timeline, an organizational structure needs to be decided on in the next 4-5 weeks.

Project Manager Duke stated that because of the timeline, the best way to maximize community involvement in the construction process, for the best possible result, is in the curb-to-the-home construction.

C. Technology Committee Report: Committee Member Halenar stated that the remaining items in Shive-Hattery's report that were listed as strong suggestions or recommendations are being addressed by the Policy Committee and through various subcommittees. Recommendations from the subcommittees are expected next month.

D. Review Fred Stavins Memo on types of Organizations: Mike Smeltzer stated that he received a note from the University's attorneys indicating they are coming closer to a consensus on this issue. Committee Chair Feinen stated that the Policy Committee's opinions should be provided to the attorneys. Committee discussion included:

- A variety of business and governance options can be implemented under the structure of Lead Agency. The Policy Committee needs to develop policies and define goals, because the policies and goals will help determine the type of organization structure that is needed.
- The University's attorneys, or their representative, should attend the next Policy Committee meeting. (Committee Member DeLorenzo will make that request. Fred Stavins, City of Champaign, and Todd Rent, City of Urbana, will be asked to participate also.)
- Committee Member Bowersox will request that Urbana staff provide the Policy Committee a copy of a memo from Doug Dawson, CCG Consulting, that addresses the organizational structure issue.

E. Proposed Updates to Federal Budget on Form 424C: Mike Smeltzer stated that the previously approved and submitted budget Form 424C has been revised to include itemized information. Total dollar amounts did not change. Committee and audience discussion included:

- Where is the outreach to the Fiber-to-the-Home customers? (Itemized as Direct Labor, under Construction)

- Has the Quarter Report been provided to the public and submitted to the National Telecommunications and Information Administration (NTIA)? (The 2010 Fourth Quarter Report and the 2010 Annual report were sent out in February. Final approval was given by NTIA yesterday, and that version will be sent to Missy Meade for distribution.
- Mike Smeltzer has a bi-weekly phone call with NTIA and Booz Allen, NTIA's consulting firm. Mr. Smeltzer will provide written updates to the Policy Committee containing formal written communications and a synopsis of the bi-weekly phone calls.
- An official notice from NTIA is expected soon regarding how IRUs should address the question of who owns the fiber at the end of 20 years.

Committee Member Bowersox, seconded by Committee Member Resnick, moved to approve the revised Form 424C. Peter Folk asked whether the form had gone out to the public before the meeting. Committee Chair Feinen noted that it went out in February, as stated on the current agenda. Motion was passed by a voice vote.

F. Service Pricing: Committee Chair Feinen stated that notice of Comcast's \$10 service model was sent out with a prior agenda. Mike Smeltzer stated the \$10 program is a three year program, and to qualify the family must have a K-12 school age child enrolled in the Federal school lunch program. Internet service and training will be provided, and computers for \$150 will be made available. To compete with this service, UC2B could add more bandwidth to its service. Committee discussion included:

- Is everyone getting gigabyte service with the UC2B service? (5MB to the internet and 100MB to everything in town were proposed. The winning proposal will provide 1GB to everything in town.)
- The Board of Trustees is meeting March 23 and the winning vendor will be determined at that meeting. As soon as the agenda is posted, the Policy Committee will be notified. Until then, the name of the recommended vendor is a secret.
- Concern regarding the \$10 program and how it will impact UC2B's subscriber estimation.
- A \$5 Wi-Fi overlay with a special SSID could be offered.
- It is very important to be clear to residents about the differences in services. UC2B's service is not an introductory offer or for a limited time, and it will allow streaming of videos and movies, which can not be done with the \$10 service.

Tasks to Complete For Next Meeting: No discussion.

Items for Next Meeting's Agenda: Committee Chair Feinen noted that the next agenda will include the Minority Hiring and Business Contracts subcommittee and an organizational discussion with the attorneys. She stated she will add an item for Mike Smeltzer's NTIA report to the agenda for regular meetings.

Committee Member DeLorenzo noted the Committee may or may not want to discuss the construction bid award at a meeting in April.

Project Manager Duke stated the final design maps should be completed by March 7. Mike Smelter stated approval of the final design should be added to the Technical Committee's March 15 agenda and the Policy Committee's March 16 agenda.

Public Participation: None

Board Comments: Committee Chair Feinen stated that as long as the Policy Committee meetings are held at Noon on Wednesdays, the meetings will be held at the City of Champaign Council Chambers.

Adjournment: The meeting adjourned at 1:30 p.m. by Committee Chair Feinen