



UC2B Policy Board Minutes

Regular Meeting
April 6, 2011

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

Committee Members Present: Abdul Alkalimat, Rev. Zernial Bogan, Brandon Bowersox, Mike DeLorenzo, Deborah Frank Feinen, Fred Halenar, and Richard Schnuer

Committee Members Absent: none

The meeting was called to order at 12:06 p.m. by Committee Chair Feinen.

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

Approve Minutes: Committee Member Halenar, seconded by Committee Member DeLorenzo moved to approve the minutes of the March 16th meeting with the following corrections: Reverend Burks name was misspelled..

Action Items:

A. Grant Required Approvals: Mike Smeltzer asked the Committee to approve a budget transfer of \$364,000 from the Fiber in the Home Electronics Budget to the Construction Budget. Committee Member Bogan asked is this cost is already accounted for in the budget. Mike assured him that it was. Committee Member Alkalimat, seconded by Committee Member DeLorenzo moved to approve the transfer. Committee approved by voice vote.

Mike Smeltzer also asked the Committee to approve an additional budget transfer of \$100,000 from the Electronics budget to the Construction budget for additional design work. Committee Chair Feinen questioned why this information was not provided to the Committee in writing prior to the meeting. Mike stated it was an oversight on his part. Committee Member Schnuer, seconded by Committee Member Halenar moved to approve the transfer. Committee approved by voice vote.

B. Approvals of Items Forwarded from the Technical Committee and its Subcommittees: Committee Member Halenar asked for OSS/BSS to be added to the next agenda. Fred said that UC2B is nearing construction in June and July and it would be helpful to have a process in place. Fred will send specs with the next agenda and minutes.

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

Discussion Items:

A. Email between Shive-Hattery and Brandon Bowersox – Committee Member Bowersox discussed the copy of his emails with Paul Duke from Shive-Hattery about the progress of several aspects of the project which were provided to the Committee prior to the meeting. Committee Member Bowersox stated he was glad to receive Paul’s response to his questions. One item Urbana is talking about is an IBS location on the Urbana side. Bill DeJarnette is in discussions with Shive regarding this matter. Peter Folk addressed the Committee about possibly changing the design plan to ensure there is long term production class facilities accessible to the community, possibly at the ILEAS Facility, the Champaign Public Works facility, or the Gateway to Research Park or a private business on Springfield and Neil. A lengthy discussion ensued among Committee members about this item and possible ways to incorporate it into the design plan. Brittney Echols from University Purchasing stated that the University would not amend a bid, so any changes would have to be implemented using a change order after the contractor is named. Her concern is changing the design in the face of a strict timeline. Committee Member Alkalimat asked for clarification as to the timeline, Miss Echols stated she would email him. Committee Member Schnuer stated that he concurred with the goal of ensuring an IBS location in Urbana as well as a location in Champaign, both of which should be under the control of UC2B. He stated that he would propose a contract change order to that extent at a later time, subject to funding availability.

B. Public Information Dissemination: Committee Chair Feinen asked that anyone sending any information to the Committee send it to Missy Mead in the City of Champaign IT department with the time frame of the matter clearly noted. Also, items pertinent to the upcoming agenda should be noted in the subject line of the email. For this board to take action on an item, it must be listed on the Agenda in accordance with the Open Meeting Act. Violations of this, could be deemed illegal in a court of law. Committee Chair Feinen asked everyone to make every effort to get all agenda items to her by noon on the Friday preceding the next Committee meeting. She prepares the agenda for the upcoming meeting at that time, and any items received after that will not go on the agenda.. Discussion ensued regarding dissemination of public documents pertaining to UC2B. Peter Folk offered to donate one year of web hosting for meeting minutes and archiving of data.

C. Subcommittee report regarding minority and local workforce issues: Committee Member Abdul Alkalimat presented a resolution entitled “Proposed Policy for Community Benefit to achieve digital equality” that the Committee of the Whole has been working on, and moved that the resolution be adopted by the Policy Committee. (Attachment A). Motion seconded by Committee Member Bogan. Committee member Alkalimat explained that this resolution follows up on the Community Benefit idea. Additionally, it sets in motion a mechanism and calls for an annual report on the Digital Divide. The Resolution calls for a budget line equal to 2% of its annual budget to

establish a community benefit fund. Committee Member DeLorenzo stated his concern about the 2% number; he is concerned that if UC2B is in financial distress UC2B would still be responsible for that amount. Members of the committee held a lengthy discussion about the wording of the resolution as well as the liability issues of signing an agreement committing 2% of its annual budget. Members of the public addressed the committee and asked for committee to approve this resolution. The general consensus of the public comments was that 2% isn't enough of a commitment, but that something needs to be approved. Committee members discussed altering the wording of the resolution. Committee Chair Feinen suggested changing the wording to:

The Policy Committee expresses its commitment to eliminate all forms of the digital divide in Urbana/Champaign & to that purpose, supports the creation of a community benefit fund to be funded on an annual basis from the UC2B budget and the creation of an advisory committee from the UC2B anchor social institutions.

She also asked that Committee members send any further alterations to the resolution to her via email, and said that the Committee will discuss and adjust the policy at the next meeting. Committee Members Alkalimat and Bogan agreed to the friendly amendment of the motion. The Committee passed the resolution unanimously by voice vote.

D. Presentation by Human Capital Development Co. Gabe Jaja, General Manager of Human Capital Development Co., presented information to the Committee about his company's services. They include assisting bidders identify minority and female-owned businesses (both contractors and subcontractors) and related processes from start to finish. Brandon Bowersox thanked Mr. Jaja for his presentation and stated that each City would coordinate its own contracts, so they would need to coordinate with him if they desire to use his firm's services.

E. Discussion of Timeline – Committee Member Alkalimat asked Committee Member Bowersox to put the survey of subscribers on the next Agenda. Committee Members also requested that the University present a more up to date timeline to the Policy Committee, including overall marketing plans (not only canvassing).

F. Technology Committee Report – no action.

Adjournment: Committee Member Bowersox mentioned a one day program that would allow Minority and Female-owned Business Enterprises to receive full certification as such from the State of Illinois. Fred Coleman from the University of Illinois is organizing this certification program, which will be held April 15th. Committee Member Bowersox adjourned the meeting at 2:30 p.m. The Next meeting will be April 20, 2011 from 12:00 to 1:30 p.m., Council Chambers, 102 N. Neil Street, Champaign, IL 61820

Proposed policy for Community Benefit to achieve digital equality

(Committee report to Policy Committee: April 6, 2011)

1. Commitment

- a. This policy establishes a permanent UC2B commitment to eliminate all forms of the digital divide in Urbana and Champaign
- b. This policy requires UC2B to issue an annual report on the digital divide in Champaign Urbana

2. Committee

- a. This policy establishes a UC2B digital equality advisory committee
- b. The UC2B will convene an annual meeting of the non-governmental UC2B anchor social institutions
- c. This annual meeting will elect the UC2B digital equality advisory committee from its ranks.
- d. This committee will be established prior to the operational phase of UC2B

3. Contribution

- a. This policy creates a permanent UC2B budget line of 2% of its annual budget for a community benefit fund
- b. This community benefit fund will be allocated in small grants to non-governmental anchor social institutions in the underserved areas to provide public computing to overcome the digital divide
- c. The UC2B digital equality advisory committee will accept and recommend for approval proposals for funding on an annual basis, for the approval of the UC2B Policy Committee