Jefferson County Broadband Team Meeting
Tuesday, October 22nd, 2019 @10:30 AM
Old Charles Town Library Meeting Room
200 E. Washington Street (Samuel Street Entrance)
Charles Town, West Virginia 25414

AGENDA

1) Welcome, participant introductions and determine chairperson for meeting: new members; inclusion of municipalities
2) Call to order
3) Approval of Agenda and Minutes
4) Brief Update of project status: CDBG suggested guidance
5) Develop a Scope of Work that includes actions items; RFP
   A) Determination of broadband coverage and proof of lack of coverage for potential grants; EDA, HUD, USDA, etc.
   B) Interviews with existing providers and future plans for coverage.
   C) Fiber locations and access for business
   D) Potential fixed wireless providers and review of assets
   E) Specific needs of Jefferson county
6) Develop reasonable timeline for work
7) Strategy to include Municipalities within Jefferson county/Keep community informed and identify more potential broadband champions and expertise
8) New business – Additional suggestions and input
9) Public comment
10) Develop Schedule for meetings and next meeting
11) Adjourn