

## **Jefferson County Broadband Team Meeting**

**Wednesday, December 2, 2020 @ 9:30 AM**

**Virtual Meeting via GoTo**

**Members Present – Sandy McDonald, Patricia Noland, Ralph Lorenzetti, Russel Burgess, Todd Fagan**

**Others Present – Bill Clark, Jennifer Wishmyer, David Deamer, Victoria Myers**

**Design 9 Present – Andrew Cohill and Jack Maytum**

- 1.) Patricia Noland welcomed participants, made participant introductions and determine members present and roll call
- 2.) Patricia Noland called the meeting to order
- 3.) The committee approved the agenda on a Russell Burgess motion, seconded by Sandy McDonald
- 4.) Minutes from November 6, 2020 committee meeting were approved by Russel Burgess and seconded by Sandy McDonald.
- 5.) Andrew Cohill led the Design 9 Update. He reported on the final draft of the Technical Broadband Development Plan for Jefferson County West Virginia. They did report a few grammatical errors that they will be fixing.
  - a. Committee Discussion –
    - i. Patricia said the document was very technical, and Andrew stated that the technical wording was for grant purposes.
    - ii. Patricia asked for a one-page summary for the general public. Andrew followed up by stating that the executive summary in the first chapter is 3-page summary that includes a map. Bill Clark stated that 3 pages is not too long for an overall summary.
    - iii. Russel asked if the final draft will help qualify for grants. Andrew stated that he can collapse a few bullet points and sentences to help address the length and effectiveness of document.
- 6.) Bill Clark stated that funding options will take time. The committee will take time to strategize and hear more about funding options. Patricia stated that it would be helpful to have a timeframe for funding and a time frame for project. Bill stated that regular communication with committee members will help for sales pitch.
  - a. Next Steps and Timeline
    - i. Distribute the report as soon as possible
    - ii. Revised executive summary from Design 9 by the Friday, December 4, 2020
      1. Andrew stated printed copies can be made available
    - iii. Jefferson County website will be updated by early next week
- 7.) There were no new member ideas
- 8.) There were no public comments

- 9.) The committee decided to get approved summary and final report. They will distribute documents as soon as possible. Russel stated that the committee should have funding options available before committee presents to commissioners. Along with funding options, the committee should have a plan to move project forward. Committee will be presenting documents to commissioners on December 17, 2020 at 6:00PM. Andrew agreed to present the 8-9 slide presentation, and will also send over slideshow to the committee for their review.
- 10.) Patsy motioned to adjourn meeting followed by Sandy McDonald second and carried..