

**Outreach & Education Sub-Committee**  
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**Pennsylvania Broadband Development Authority  
Outreach & Education Sub-Committee Meeting**

**November 9, 2022**

**10:30 AM**

Virtual Meeting

Dial-In: +1 267-332-8737

Phone Conference ID: 878 835 213#

- I. Call to Order
- II. Chair Selection
- III. Approval of September 26, 2022 Meeting Minutes & October 19, 2022 Joint Meeting Minutes
- IV. Authority Updates
  - a. Status of Draft State Plan
  - b. Update on Proposed Partnership with Penn State Extension
  - c. Request for Proposal – DE and BEAD Planning
- V. Affordable Connectivity Program (ACP) Promotion
- VI. Municipal Survey
- VII. Public Comment
- VIII. Adjournment

*\*This meeting will be recorded, and your participation is your consent to being recorded.*

**Pennsylvania Broadband Development Authority**  
Outreach and Education Sub-Committee Meeting Minutes  
Monday, September 26, 2022  
Forest Room – Keystone Building & Microsoft Teams Meeting

Sub-Committee members in attendance:

- Lisa Davis, Office of Rural Health, Penn State
- Carrie Nace, PA State Grange
- Sarah Hammond AFL-CIO Legislative Director
- George Bivins on Behalf of Joseph Gerdes PA State Assoc. of Township Supervisors
- Kyle Kotzmoyer Pennsylvania Farm Bureau
- Molly de Aguiar, Independence Public Media Foundation
- Amy Sturges, PA Municipal League
- Mark Critz, Board Liaison

Department of Community and Economic Development (DCED) staff in attendance:

- Brandon Carson
- Erin Wachter
- Kalie Snyder
- Lori Butler

Guests in attendance:

- Nicole Ugarte, National Telecommunications and Information Administration

**I. Call to Order**

Brandon Carson called the meeting to order at 11:00 AM.

Kalie Snyder conducted a roll call of the sub-committee members.

**II. Welcome and Introductions**

Mark Critz welcomed the members and thanked them for their participation. Mark briefly touched on the role of each sub-committee and asked members to introduce themselves and discuss their interest and involvement in broadband.

**III. Housekeeping**

Brandon notified members that all sub-committee meetings will be sunshined and open to the public. He discussed the role of sub-committee chairs and requested feedback from

interested members. He mentioned a tentative 3-week timeline until the next meeting, at which time the sub-committee members will appoint a chairperson.

Mark Critz asked if there will be a vice-chair in addition to the chair, to which Brandon stated no. Brandon then segued into the roles of staff and assignments to each sub-committee. Lisa Davis suggested that Brandon and Authority staff members review and provide feedback on a suggested Chair. Brandon acknowledged that we would brainstorm and reach out.

#### **IV. Vision of Meetings and Frequency**

Brandon mentioned that the timeline and frequency of meetings will be determined by the tasks and work element requirements of the respective sub-committees at any given time, and it will be a fluid process. He also reminded the members that the Authority does not currently have access to the funds we've applied for: Broadband Equity, Access, and Deployment (BEAD), Digital Equity (DE), and Capital Projects Fund CPF). He briefly reviewed each funding stream and further explained that the Authority anticipates deploying the CPF funding first, with an allocated amount of approximately \$279 million dollars. He touched on the Authority's requirements to complete a Statewide Digital Equity Plan and the intent of the Authority to hire a consultant to assist with planning efforts.

Lisa Davis asked for more detail on the requirements and needs of a consultant. Brandon outlined the requirements for a 5-Year Action Plan and the Statewide Digital Equity Plan, as outlined in the Infrastructure Investment and Jobs Act (IIJA). He also mentioned that we are actively working on an RFP for a consultant and will ask for feedback from members on the RFP. He also told them that we'd share the above-mentioned applications.

Mark Critz asked if the sub-committees will also focus on CPF or if this is only for BEAD and DE funding, to which Brandon responded it's for all funding. Brandon also provided estimated dates on anticipated BEAD and DE Funding.

Brandon asked for feedback from members regarding the preferred way to meet. Most members said virtual would work best for them.

#### **V. State Plan**

Erin Wachter presented an overview of the State Broadband Plan (Plan) and timeline for adoption of the plan. Erin asked for feedback on the Plan by Friday, October 7<sup>th</sup>, to allow for time to incorporate feedback and send a second draft to the sub-committee prior to the November 17<sup>th</sup> Board meeting.

Amy Sturges suggested clarity and uniformity on terms used within the Plan (i.e. can, should, would, etc.). Erin agreed that we will update the language to be consistent throughout. Amy asked for clarification on the sustainability language throughout, to which Brandon explained that we need to ensure sustainability beyond federal funding. Amy suggested placing a question regarding sustainability on applications for funding programs.

Brandon clarified that the State Plan is different from the 5-Year Action Plan, as is required under the BEAD Program.

## **VI. Public Comment**

Kalie Snyder called for public comment and questions. There were none. Brandon introduced Nicole Ugarte from the NTIA as our Federal Programs Officer.

Leann Doran, Michael Baker - Public Engagement Director, is working with Beaver County, and would like to share their plan with the Authority. Leann's interest is sustainability and affordable access.

## **VII. Adjournment**

Brandon concluded the meeting at 11:57 AM.

**Pennsylvania Broadband Development Authority**  
Joint Sub-Committee Meeting Minutes  
October 19, 2022  
Virtual - Microsoft Teams Meeting

Sub Committee members in attendance:

All sub-committee members were in attendance

Department of Community and Economic Development (DCED) staff in attendance:

- Brandon Carson
- Erin Wachter
- Kalie Snyder
- Lori Butler

Guests in attendance:

- Nicole Ugarte, National Telecommunications and Information Administration

**I. Call to Order**

Brandon Carson called the meeting to order at 1:01 PM. He outlined that this is a joint meeting and 32 members in attendance, therefore roll call was not conducted for the sub-committee members.

**II. Draft State Plan - Summary of feedback**

Brandon Carson briefly provided an overview of the previous sub-committee meetings and the request for review and feedback on the draft of the state plan. He concluded by stating that the comments/edits provided have been reviewed and implemented into the draft by Erin. He asked Erin to provide an update.

Erin Wachter thanked the Sub-Committee members for their feedback and mentioned that there were 18 different responses that offered comments and edits. She confirmed that most of those were incorporated into the draft and provided examples. Erin provided next steps to include reviewing the remaining feedback and look to incorporate any additional items, then she will provide an updated copy of the draft and an overview of the comments received. The Final Plan will be sent to the Board on or around November 10, 2022, for review prior to a vote at the November 17<sup>th</sup> Board meeting.

**III. Penn State Extension Presentation - Broadband Availability, Access, Equity, and Utilization Proposal**

Brandon Carson provided a brief overview of a proposal given to the Authority from the Penn State Extension team. He commented on the Board presentation given by Penn State Extension, the day before, and the purpose for securing their assistance in our mapping efforts.

Jim Ladlee and Harry Crissy provided an overview of their roles and the focus and goals of Penn State Extension. Jim presented and explained the four categories outlined within the proposal, 1) Broadband Availability, Access, Equity, & Utilization 2) Prioritized Projects 3) Project Timeline 4) Budget Estimation. Harry Crissy provided a broad overview of their data collection process and how it's configured into different data sets that fit strategically into the map.

Brandon Carson added that the Authority has requested the Fabric data from CostQuest, Rob Teplitz and Lori Irwin are working on how we can share this information with our counties.

Brandon Carson also touched on the timeline in the proposal aligns nicely with when we're required to submit our 5-Year Action Plan for funding. He closed by recognizing that this data will not be proprietary and will be publicly available.

Brandon opened the Q & A section of the meeting for sub-committee members only.

Todd Eachus remarked on the cost analysis process and encouraged incorporating the provider community on this for reference. Harry Crissy followed by acknowledging their ongoing engagement with providers to build out these details.

Bill Wiedenheft asked if environmental disruption, right of way, legal matters or challenges will be included in the data on the map. Jim Ladlee responded that the determination of data to be input into the map was an ongoing discussion while ensuring that too much data doesn't cloud the functionality and understanding of the map.

Mark Critz commented on the threshold for speed testing and asked what the Extension is seeing with national trends in data? What is the balance in terms of accuracy? And the path forward with speed requirements. Harry Crissy acknowledges that the national data is not flawless. The provider is required to be transparent on who they will serve at a granular level. The BEAD money is designed to address those issues. Mark Critz asked how we will determine speed moving forward. Harry responded by confirming the need for ISPs to still submit 477 data, which will be reflected in the fabric shown in the new FCC map. Speed test data will reflect on a granular level the same details of the 477 submissions.

Bill Wiedenheft asked if the data collection is the responsibility of the Extension in the proposal, and how the information will be filtered? Jim Ladlee responded by confirming that through the proposal they do not intend on providing speed test data, but, that the Authority would make the decision on including that into the map. He also mentioned that this will be an ongoing iterative process and will defer to the Authority on the varying data that will be included.

Todd Eachus added in that he understands the caution of speed test data and how it varies based on type of technology. Harry Crissy mentioned there are limitations on services.

Gary Zingaretti remarked on the FCC speed performance measuring and believes the information may be helpful but is not necessarily publicly available. He suggested looking at obtaining that information.

Steve Schwerbel mentioned adding fixed wireless access to the map, specifically for cost analysis. Harry Crissy agreed it would be helpful but mentioned that must be approved by the Authority. Brandon Carson added in that we would like to see that data to better understand the footprint.

**IV. Public Comment**

Lori Butler called for public comments, there were none.

**IV. Adjournment**

Brandon thanked everyone for their participation and the meeting adjourned 2:09 PM.

DRAFT