

**Pennsylvania Broadband Development Authority**  
Data & Mapping Sub-Committee Meeting Minutes  
Wednesday, December 7, 2022  
Microsoft Teams Meeting

Sub-Committee members in attendance:

- Jay Summerson, Microsoft
- Bill Kiger, Pennsylvania One Call
- Gary Zingaretti, Zingaretti Enterprises
- Steve Schwerbel, Wireless Internet Service Providers Association
- Lisa Schaefer, County Commissioners Association of PA, Chair
- Dr. Kyle Kopko, Board Liaison

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

- Kalie Snyder
- Pam Frontino

Guests in attendance:

- Brent Jagueneau-Siegel
- Pedro Romero, Verizon
- Harry Crissy, Penn State Extension
- Jim Ladlee, Penn State Extension
- Todd Eachus, Broadband Communications Association of PA
- Brian Barno, Broadband Communications Association of PA
- Paige Oliver
- Nicole Ugarte, NTIA
- Jennifer Halaszynski, Comcast
- Keri Oram, Michael Baker International

**I. Call to Order**

Chair Schaefer called the meeting to order at 9:30 AM. Kalie Snyder provided housekeeping items and conducted a roll call of the sub-committee members.

**II. Approval of November 16, 2022, Meeting Minutes**

Chair Schaefer asked for questions or comments on the minutes as presented to the committee. Hearing none, Bill Kiger made a motion to accept the minutes. Motion seconded by Gary Zingaretti. Motion passed unanimously.

### **III. Bi-Weekly Meeting Schedule**

Chair Schaefer recapped the discussion of recurring meetings from the previous meeting and asked for concurrence on setting these up. She offered up Wednesday afternoons, bi-weekly and asked for comments.

Bill Kiger, Gary Zingaretti, Steve Schwerbel, and Jay Summerson all agreed that this day and time work for them. Hearing no other oppositions, the committee will proceed with this schedule, starting 12/21/22.

### **IV. Vice Chair Discussion**

Chair Schaefer presented the idea and discussion of a Vice Chair, should the Chair have to be absent. All committee members agreed with this decision. Chair Schaefer asked for any volunteers to which Bill Kiger agreed.

Kalie Snyder suggested tabling the discussion until all members are aware, noting that a few were absent today. Chair Schaefer agreed and commented that she would share Bill's interest with all members and ask them to prepare for a decision at the next meeting.

### **V. Penn State Extension**

Chair Schaefer introduced Penn State and asked that they provide an update on the Extension's efforts to date.

#### **a. Data Testing Process**

Harry Snyder provided an overview of the technical process being used to test the existing data provided through the new FCC map. He also mentioned that the Authority will have a new GIS individual starting soon. Kalie Snyder confirmed that they will be and that they'll be the new staff liaison in future meetings.

Steve Schwerbel added in that he is here to help Penn State regarding concerns with foliage penetration. WISPA (Wireless Internet Service Providers Association), has a number of resources to help determine the technology and foliage penetration concerns.

Chair Schaefer asked for clarification regarding the regional partners that Penn State has across the state and whether the efforts are happening at once or by region. Harry confirmed it is done all at once.

Gary Zingaretti asked if the testing that Penn State is doing for non-fixed wireless providers geared upon the provider having something on their website that you can plug in an address and if not, how is that being determined. Harry confirmed they do work with ISPs directly to confirm the information they are testing.

## **b. Data Submission Process**

Chair Schaefer asked for further clarification on the information that the Authority will need for entities wishing to share bulk challenge data. Kalie Snyder provided an overview of the information and noted that further details and a spreadsheet template to submit data will be sent out.

Chair Schaefer also asked where entities can access the generalized fabric data that Penn State currently has. Harry commented that it's not live yet but will be once it's been reviewed with the Authority. She also asked if the challenge data received from outside entities to the Authority, will that be imbedded in the map work that Penn State is working on. Harry confirmed that it will be shared, those pieces of information that are permitted to be shared, will be included.

Steve Schwerbel asked if the Authority will be working with the efforts of the National Governor's Association, to submit an extension letter for these deadlines. Kalie Snyder confirmed that we have been in discussion with other state's broadband offices and that this is still in development.

Chair Schaefer asked what their focus should be right now regarding this, to which Harry confirmed that pushing out information to review the map data is critical at this point. Kalie Snyder agreed with Harry's statements.

## **c. Webinar Q&A**

There were no direct questions or comments regarding the webinar.

## **VI. Public Comment**

Chair Schaefer called for public question and comments. There were none.

## **VII. Adjournment**

Chair Schaeffer called for a motion to adjourn. Motion made by Bill Kiger. Motion seconded by Gary Ed Mooney. Chair Schaefer concluded the meeting at 10:33 AM.