

Pennsylvania Broadband Development Authority
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Pennsylvania Broadband Development Authority
February 6, 2023
10:00 AM

Virtual Meeting
Dial-In: +1 267-332-8737
Phone Conference ID: 927728247#

- I. Call to Order
- II. Approval of January 26, 2023, Meeting Minutes
- III. Contract Approval for Digital Equity and BEAD 5-Year Action Plan
- IV. Public Comment
- V. Adjournment

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

Pennsylvania Broadband Development Authority

Board Meeting Minutes

January 26, 2023

Keystone Building Meeting Center, Forest Room & Microsoft Teams Meeting

Board members and voting designees in attendance:

- Secretary Uri Monson, Office of the Budget, Chairman
- Acting Secretary Russell Redding, Department of Agriculture
- Acting Secretary Rick Siger, Department of Community and Economic Development
- Acting Secretary Khalid Mumin, Department of Education
- Matt Bembenick, Department of General Services
- Representative Carl Walker Metzgar
- Senator John Kane, Assistant Secretary
- Representative Rob Matzie
- Senator Kristin Phillips-Hill, Secretary
- Gladys Brown Dutrieuille, PUC
- Dr. Kyle Kopko, Center for Rural PA

Designees in attendance:

- Beth Rosentel
- Phil Kirchner
- Matt Franchak
- Chloe Mandara
- Joe Witmer
- David Screven
- Mark Critz
- Dr. David Volkman

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

- Brandon Carson
- Erin Wachter
- Kalie Snyder
- Leigh Walter
- Terri Wills
- Paul Opiyo
- Lori Irwin
- Rob Teplitz
- Pam Frontino
- Kyle Snyder
- Julia Brinjac
- Allison Brubaker

Guests in attendance:

- Pablo Adam, AT&T

- Adam Alexander, Armstrong Utilities
- Barb Burba-Filoreto, Diamond Communications
- Jonathan Beuerle, Lancaster County Emergency Management Agency
- Brent Jagueneau-Siegel, Ichor Strategies
- Marcie Callan, Comcast Cable Corporation
- Catharine Conner, Milliron Goodman
- Carrie Cleary, PA Department of Education
- Kristen Compitello, Michael Baker International
- Curt Kosko, Atlantic Broadband
- Jim D'Innocenzo, Comcast Cable Corporation
- Dominic Thecka, AdTran
- Leanne Doran, Michael Baker International
- Elana Frazier, Ichor Strategies
- Emme Reiser, PA Realtors Association
- Sam Garfinkel, Michael Baker International
- Jennifer Halaszynski, Comcast Cable Corporation
- Harlan Lawson, Adams County Planning
- Ross Henzel, DQE
- Jeremiah Holmes-Floor, Frontier Communications
- Bryon Huyett, T-Mobile
- Jennifer Algoe Keaton, Broadband Communications Association of PA
- Jennifer Blatz, Computer Reach
- Jim Skjveland, Rolka Loube
- Jim Warta, Consolidated Communications
- John Gary, Tilson
- Phillip Jones, Philadelphia Federal Reserve Bank
- Juliet Fink-Yates, City of Philadelphia
- Jeremy Jurick, Michael Baker International
- David Kerr, AT&T
- Laura Grassia, Temple University
- Matt Leonard, CCS Energy, PA Rural Electric Association
- Lydia Hack, PA Joint State Government Commission
- Carl Marrara, PA Manufacturers' Association
- Matthew Fine, Buchanan Ingersoll and Rooney
- Sascha Meinrath, Penn State University
- Mike Roberts, Cohen Law Group
- Heidi Norman, City of Pittsburgh
- Alka Patel, Comcast Cable Corporation
- Qian Zhang, GHD
- Ria Pereira, PA Utility Law Project
- Cathleen Schultz, Davis Wright Tremaine
- Steve Herzenberg, Keystone Research Center
- Alexandra Taylor, Hillman Family Foundations
- Steve Warhola, Senator John Kane
- Brian Regli, Governor's Office
- MaryBeth Osborne, Rolka Loube
- Bryan DeWalt, Joint State Government Commission
- Allison Kodzowicz, Joint State Government Commission

- Nicole Ugarte, NTIA
- Kristen Ritchey, Comcast Cable Corporation
- Kate Rivera, TLC Philadelphia
- Jim Mercante, Southern Chester County Digital Equity Coalition
- Brian Barno, BCAP
- Todd Eachus, BCAP
- Bill Kiger, PA One Call
- Morgan Webb, CCS Energy

I. Call to Order

Chairman Monson called the meeting to order at 2:00 PM.
Kalie Snyder conducted a roll call of the board members and confirmed quorum.

II. Welcome New Members

Chairman Monson welcomed new members and asked that each Board member offer a brief introduction.

II. Approval of November 17, 2022, Meeting Minutes

Chairman Monson asked for questions and comments on the minutes as presented to the Board. Seeing none he asked for a motion to approve the minutes as presented to the Board. Motion made by Chairwoman Brown Dutrieuille. Motion was seconded by Dr. Kopko. Chairman Monson asked for all Board members to approve or deny the motion. Motion passed unanimously.

IV. Election of Secretary and Assistant Secretary

Chairman Monson asked Executive Director Brandon Carson to provide an overview of the requirements of Secretary and Assistant Secretary. Brandon outlined that currently Senator Phillips-Hill holds the position of the Secretary and Senator Kane holds the position of Assistant Secretary.

Chairman Monson called for a motion to appoint Secretary of the Board. Dr. Kopko motioned to appoint Secretary Phillips-Hill as the Secretary. Motion was seconded by Acting Secretary Redding. Chairman Monson asked for all Board members to approve or deny the motion. Motion passed unanimously.

Chairman Monson called for a motion to appoint Assistant Secretary of the Board. Senator Kristin Phillips-Hill motioned to appoint Senator Kane as the Assistant Secretary. Motion was seconded by Dr. Kopko. Chairman Monson asked for all Board members to approve or deny the motion. Motion passed unanimously.

V. Contract Approval for Digital Equity and BEAD 5-Year Action Plan

Chairman Monson made a motion to table this discussion to allow new Board members and staff time to become more acquainted with their roles and have a better understanding of the role of a consultant(s). He also asked that Authority staff evaluate what items may be able to be completed in-house and what work elements require support from a consultant(s). Motion seconded by Chairwoman Brown Dutrieuille.

Chairman Monson asked for comments and questions regarding the tabling of the contract. Senator Phillips-Hill offered remarks regarding the timeline and the urgency to engage a consultant(s). Chairman Monson agreed on the timeline and clarified that he hopes the matter can be addressed at a meeting in February.

Chairman Monson asked for all Board members to approve or deny the motion. Motion passed unanimously.

VI. Sub-Committee Updates

Chairman Monson asked that each of the sub-committee Chairs/Co-Chairs provide an update on the work that has been done to date, since the inception of the committees. The following is a list of Chair/Co-Chairs and their respective sub-committee.

Bill Kiger – Data & Mapping
Todd Eachus – Technical
Gary Bolton – Workforce & Supply Chain
Sarah Hammond & Kevin Sunday – Outreach & Education

Secretary Redding asked if there is flexibility within program budgets to address technical needs (i.e. pole attachments, ROW, etc.). Brandon Carson confirmed that those costs would be eligible expenses through future funding programs.

VII. Public Comment

Chairman Monson asked Kalie Snyder to conduct public comment and questions.

Kate Rivera expressed appreciation for additional time to review the applications to procure a Consultant, and the importance of this work to ensure we're engaging folks who have experience and knowledge in both the infrastructure and digital equity space.

Juliet Fink-Yates shared similar sentiments and reiterated the importance of the work ahead and in having an experienced consultant(s) in the infrastructure and digital equity space. She suggested pulling the top 3 and providing an overview of the considerations given that placed them in the top 3, so others can review.

Steve Herzenberg commented on the principals for broadband document his organization developed. He reiterated the request for an overview of the top proposals and asked that the Authority take into consideration some of these principals – labor standards, digital equity, how do you ensure good value, etc.

Kris Field asked that the Authority choose a consultant(s) who has demonstrated practical application in the industry and in the communities that are being represented. As well as demonstration of not only work but also past success.

Chris Mamula commented on issues with the sound and camera positioning for the virtual portion of the meeting. He stressed the importance of transparency in the Authority's actions.

VI. Adjournment

Chairman Monson called for a motion to adjourn. Motion made by Mike Hanna. Motion seconded by Dr. Kopko. Meeting adjourned at 2:45 PM.

Respectfully submitted,
Senator Kristin Phillips-Hill
Secretary

DRAFT