

Pennsylvania Broadband Development Authority

Board Meeting Minutes

May 26, 2022

The Desert Room, Keystone Building Meeting Center & Microsoft Teams Meeting

Board members and designees in attendance:

- Mark Critz, Department of Agriculture
- Neil Weaver, Secretary of Community and Economic Development
- Dr. David Volkman, Department of Education
- Curt Topper, Secretary of General Services
- Greg Thall, Chair
- Dr. Kyle Kopko, Center for Rural Pennsylvania
- Chairwoman Gladys Brown-Dutrieuille, Pennsylvania Public Utility Commission
- Senator Kristin Phillips-Hill
- Senator John Kane
- Representative Pam Snyder
- Representative Carl Walker Metzgar

Governor's Office staff in attendance:

- Erin Wachter
- Zach Reber
- Angela Fitterer

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

- Brandon Carson
- Kalie Snyder
- Paul Opiyo
- Leigh Walter
- Lori Irwin
- Rob Teplitz
- Neil Fowler
- Allison Brubaker
- Ted Ritsick

Guests in attendance:

- Brian Kilcoyne
- Lydia Hack
- Chris Grover
- Steve Brame, PA Rural Electric
- Dave Sevick, Computer Reach Pittsburgh
- Carson Baker
- Bradley Kusant
- Jim Warta

- Drita (last name not provided)
- Ross Henzel
- Craig Beavers
- Julie Tritt Schell, PA E-Rate Coordinator
- Russ McDaid, PA eCommerce
- Scott Kramer, SEDA-COG
- Carrie Cleary, PA Department of Education
- Jeremia Holmes-Ploor
- Doug Brown, Dauphin County
- Matt Leonard, PA Rural Electric
- Elizabeth Loose, Centre County
- Richard Rossi, Delta One
- Jim Mercante
- Mark Colussy, Mifflin County
- Luc Miron, Senate
- Steve Schwerbel, WISPA
- Alex Taylor, Hillman Family Foundations
- Ashley Pollard, Philadelphia Mayor's Office
- Tim Hippensteel, Drive Industry
- Dane Higbee, Delta One
- Elissa DiNello, Allegheny County
- Jeanne Shearer, Windstream
- Ezra Rothman
- Pedro Romero, Verizon
- Sarah Donaldson
- Jason Andrews
- Rob Ghormoz, Buchanan, Ingersoll, and Rooney
- Mark Meyer, Milliron Goodman
- Lindsey Ringquist, Adams County
- Holly, WANRack
- Juliet Fink-Yates, Philadelphia Office of Digital Equity
- Jon Whaley
- Frederic Feit, Tilson
- Jonathan Berger
- Andrea Kapp
- Adam Bender, Warren News
- Patricia Giovannelli, DQE
- James Morozzi, DQE
- MaryBeth Osborne, Rolka Loube
- Dan Cohen, Cohen Law Group
- Monty Ayyash
- Sascha Meinrath, Pennsylvania State University, X-Lab
- Mike Roberts, Cohen Law Group

- Rick Allan, Pugliese Associates
- Olivia Walters
- Bill Carnahan, Verizon
- Yesenia Bane, Rockland Planning
- Tejal Raichura
- Bob McGuckin
- Colleen Gallagher, WANRack
- Jennifer DeChant
- Joel Ewer
- Crystal Quintin
- Jim D’Innocenzo, Comcast Cable
- Steve Samara, PA Telephone Association
- Holly Rafalko
- Danielle Hinton, McKinsey
- Doug Chew, Westmoreland County Commissioner
- Ed Troxell, PA State Association of Boroughs
- Peter Butler, Centre County
- Kyle Rosner, All Points Broadband
- Sofiya Bobrovnikova, Allegheny County
- John Stroup, USA Choice
- Eric (last name not provided)
- Lynn Khalife
- Eric Rosendale
- Ashley White, County Commissioners Association of PA
- Brianna Petitti, County Commissioners Association of PA
- Lisa Riggs, Economic Development Company Lancaster
- Bill Prince, Lightbox
- Kiana Romeo
- Mary Yoder, Senate
- Suzanne Tetreault, WBK Law
- Debra Frawley

I. Welcome and Opening Remarks

Chairman Thall called the meeting to order at 10:00 AM.
 Kalie Snyder conducted a roll call of the board members and confirmed quorum.

II. Executive Director Introduction

Brandon Carson provided a brief introduction and details of his background prior to joining the commonwealth.

III. Meeting Minutes

Chairman Thall called for questions and comments regarding the meeting minutes as presented to the board for the Inaugural and Special meetings held in February and April of 2022.

Chairman Thall made a motion to approve the minutes. Motion was seconded by Representative Snyder. Motion passed

IV. 2022-2023 Meeting Calendar

Chairman Thall called for comments on the proposed meeting dates and times for the remaining calendar year and 2023.

Representative Snyder requested clarity on why some meetings would take place in the afternoon. Brandon Carson and Kalie Snyder stated it was to allow for flexibility of member schedules.

Chairman Thall asked for a motion to approve the calendar. Dr. Kyle Kopko made a motion to approve the calendar. Motion was seconded by Senator Phillips-Hill. Motion passed.

V. Authority By-Laws

Chairman Thall asked for a motion to approve the By-Laws as presented to the Authority, including Representative Metzgar's amendment regarding subcommittees.

Determination was made to allow Legislators to appoint 1 member to each subcommittee but will not participate in the subcommittees themselves.

Motion seconded by Representative Metzgar. Kalie Snyder was asked to conduct a roll call for approval. Motion passed.

VI. State Broadband Plan Update

Erin Wachter from the Governor's Office provided a detailed update on the status of the state plan and a timeline of next steps and when we anticipate presenting a draft of the plan to the Authority.

Brandon Carson followed up by clarifying that this state plan is the requirement under Act 96 of 2021 and not the 5-year plan requirement under the Broadband, Equity, Access, and Deployment (BEAD) Program through The National Telecommunications and Information Administration (NTIA).

VII. Subcommittees

Brandon Carson provided an update on the four subcommittees and what the focus of those would be. Chairman Thall asked for feedback and comments be directed to Brandon.

VIII. Federal Update

Zach Reber from the Governor's Office provided an update on the release of the Notice of Funding Opportunities (NOFOs) that were released by the NTIA.

Brandon Carson presented the Letter of Intent to the board, as is required for the BEAD Program. Chairman Thall made a motion to approve the letter as presented to the Board. Motion was seconded by Chairman Brown-Dutrieuille. Kalie Snyder was asked to conduct a roll call for approval. Motion passed.

IX. MOU Extension and FY2022-2023 Estimate of Expenditures

Brandon Carson requested an extension of the MOU which was set to expire end of June 2022. He also provided an estimate of expenditures for staffing. Chairman Thall added that this is very common practice among other Boards.

Chairman Thall made a motion to approve the extension and budget estimate. Motion was Seconded by Senator Kane. Kalie Snyder was asked to conduct a roll call for approval. Motion passed.

X. Directors and Officers Insurance

Brandon Carson provided an update on the Authority's need to carry this insurance and that DCED is presently researching the requirements of procuring specifically for the Authority or if the commonwealth's existing coverage is sufficient. He also noted that an update would be provided at the next Authority meeting.

XI. Public Comment

Public comments have been captured and recorded and are available upon request to DCED.

XII. Meeting Adjournment

Chairman Thall made a motion to adjourn. Motion seconded by Senator Kane. The meeting adjourned at 10:57 AM.

Respectfully submitted,

Kalie Snyder
Executive Assistant