

Outreach & Education Sub-Committee
Meeting Packet Table of Contents

1. Meeting Agenda.....Pg. 2
2. June 14, 2023, Meeting Minutes.....Pg. 3

**Pennsylvania Broadband Development Authority
Outreach & Education Sub-Committee Meeting
Wednesday August 9, 2023
3:00 PM – 4:00 PM**

Virtual Meeting
Dial-In: +1 267-332-8737
Phone Conference ID: 689 966 944#

- I. Call to Order
- II. Approval of June 14, 2023, Meeting Minutes
- III. Capital Projects Fund – Broadband Infrastructure Program
- IV. Update on 5-Year Action Plan for BEAD
- V. Update Digital Equity State Plan
 - a. Outreach August-September 2023
- VI. Broadband Connectivity and Digital Access Survey
 - a. Increase awareness and completion
- VII. New Business
 - a. Upcoming Conferences – Opportunities to Participate
- VIII. Public Comment
- IX. Adjournment

Pennsylvania Broadband Development Authority
Outreach & Education Sub-Committee Meeting Minutes
June 14, 2023
Virtual - Microsoft Teams Meeting

Sub-Committee members in attendance:

- Lisa Davis
- Carrie Nace
- Sara Hammond, Co-Chair
- Bailey Thumb
- Kevin Sunday, Co-Chair
- Molly de Aguiar
- Amy Sturgis
- Mark Critz, Board Liaison

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

- Brandon Peters
- Kalie Snyder
- Mary Markle
- Christine Houck

Guests in attendance:

- Nicole Ugarte, NTIA
- Jim Mercante, Chester County Digital Equity Coalition
- Kate Rivera, Technology Learning Collaborative
- Pedro Romero, Verizon
- Barrett Sheridan, PA Office of Consumer Advocate
- Casey Fellingner, Milliron Goodman
- Gerald Mensah, Global Tranz
- Jeanne Shearer, Windstream
- Courtney Accurti, Michael Baker International
- Kirsten Compitello, Michael Baker International
- Beth Crow, Michael Baker International
- Juliet Fink-Yates, City of Philadelphia
- Mike Zody, Lit Communities
- Alexandra McMahan, AARP
- Brent Jagueneau-Siegel, Icor Strategies
- Jennifer Algoe Keaton, Broadband Communications Association of Pennsylvania
- Wally Ann McClain, Tek Systems
- John Mizerak, BrightSpeed

- Roy Hoover
- Lord Dowdell
- Dave P

I. Call to Order

Chair Hammond called meeting to order at 3:01 PM and asked Kalie Snyder to conduct roll call and housekeeping items.

Kalie also introduced new team member of the PBDA, Mary Markle, who provided a brief introduction.

II. Approval of May 11, 2023, Meeting Minutes

Chair Hammond called for questions or comments on the minutes as presented to the committee. There were none.

Chair Hammond asked for a motion to approve the minutes as presented to the committee. Molly De Aguiar motioned the approval. Lisa Davis seconded the motion. Motion carried unanimously.

III. Update on Stakeholder Community Events

Chair Hammond asked Beth Crow, Michael Baker International, to provide an update. Beth provided an overview of the requirements under NTIA guidance for the BEAD and DEA programs, to include covered populations, organizations and stakeholder groups, and the completion of a 5-Year Action Plan and Digital Equity Plan.

Beth also highlighted the components of the Public Engagement efforts to include, community conversations, community-serving stakeholder roundtables, thematic roundtables, and surveys and questionnaires. She also displayed the map which identifies those currently scheduled events. She also highlighted the type of event co-hosts we've been working with to secure venues, etc.

Kalie Snyder thanked Beth for her overview and presented to the subcommittee the need to share this information and crowd build for events.

Lisa Davis asked why particular areas of the state are not identified for a conversation and if that was due to lack of co-host interest. Beth responded that MBI worked with PBDA to identify a way to segment the state and do so by PREP partners. There are a certain number of community conversations that can be held within the timeline that we have, which was also confirmed by Kalie. Kalie added that we can look to expand our outreach in the coming months. Lisa offered to assist with identifying partners in other regions that are not identified.

Kalie asked Beth to expand on the “Meeting in a Box” which was designed to provide partners who are going to host their own events, not in partnership with the PBDA. Beth shared her screen so the details of the meeting in a box could be reviewed by meeting attendees and is available to all interested in hosting their own event, upon request.

IV. Update Internet For All: Connecting the Commonwealth of Pennsylvania

Kalie informed the members that an agenda has been finalized and we are working to identify panelists. Kalie also told everyone to look for an email from her on registration and details of the conference. She also alerted everyone that there is both in-person and virtual options, and in-person is capped at 200.

V. New Business

Chair Hammond asked for new business items. Seeing none she moved onto public comment

VI. Public Comment

Chair Hammond called for public comment. There were none.

VII. Adjournment

Chair Hammond asked for a motion to adjourn. Carrie Nace motioned adjournment. Motion seconded by Bailey Thumm.

Meeting adjourned at 3:31 PM.