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ATIC Board Meeting Minutes for September 9, 2015 (Draft)

On-Site Attendees:

ATIC Board Members: Robert Backie, Brenda Beall, Bill Bolin, Joan Clark, Michael Cohen, Jerry Crow, Oris Friesen, Henry Goldberg, Chad Rohner, Craig Stevenson, Jeff Sobotka, Galen Updike

ATIC Associates & Guests: Dan Konzen, Mike Golden, Mala Muralidharan

Remote Attendees:

ATIC Board Members: Matt Dostal, Deborah Dupee, Ralph Gierish, Mark Goldstein, Mike Keeling, Janet Major, Bill Meador, Michelle Norin, Andy Phelan, Ron Schott, Mike Whipple

ATIC Associates & Guests: None

Quorum Met with 23 ATIC Board Members Present (Quorum = 10)

Many thanks to Zoom Video for video conferencing capabilities and to the State Libraries for providing meeting facilities, technical support, and hospitality.

A schedule of remaining Board and public meetings for 2015 can be found at the end of these minutes.

Please note the change in venue for October.

The next ATIC Board Meeting will be on October 14th, 2015, from 12:00-2:00 p.m. at the Historic Supreme Court in the Capitol Museum.

Please note the change in venue for October.

ATIC Board Meeting

Agenda for September 9, 2015

1. Administrative
 - 1.1. Self-Introductions
 - 1.2. Modifications to and Acceptance of Agenda Draft
 - 1.3. Acceptance of Minutes from Last Meeting
 - 1.4. Treasurer's Report
 - 1.5. ATIC Board Membership Considerations
 - 1.6. Review of Outstanding Action Items as Documented in June 2015 Minutes
2. Presentations and Action Plans
 - 2.1. Telemedicine Public Meeting - (Janet Major)
 - 2.2. ATIC Grant Filing - (Bill Bolin)
 - 2.3. Committee Changes
 - 2.3.1. Governance Committee
 - 2.3.2. Strategy / Oversight Committee
 - 2.4. Vision for ATIC - Board Participation to following questions
 - 2.4.1. What role do you think ATIC should take in Rural Internet?
 - 2.4.2. What do you get and want to get from your ATIC participation?
 - 2.5. Opportunities for ATIC Involvement
 - 2.5.1. Jobs to do to move ATIC forward - see list below
3. Activity Reports
 - 3.1. Tele-Health
 - 3.2. Strategy
 - 3.3. Marketing
 - 3.4. Rural Community Outreach
 - 3.5. State Library
 - 3.6. K12 Education
 - 3.7. Government Affairs
 - 3.8. ATI Institute
 - 3.9. ASET
4. Announcements
5. Adjourn

1. Administrivia

1.1. Self-Introductions

See the list of attendees above.

1.2. Modifications to and Acceptance of Agenda Draft

No modifications. Noted that Activity Reports may need be truncated or skipped this month to allow ample opportunity for the ATIC involvement opportunities discussion.

1.3. Acceptance of Minutes from Last Meeting

MOTION: To accept the Minutes from the June Meeting.

MOVE: Brenda Beall

SECOND: Craig Stevenson

Passed Unanimously

1.4. Treasurer's Report

Matt Dostal submitted a statement of activity indicating a current balance of \$35,462. The Executive Committee is tasked with determining an appropriate level of reserve funds, developing a budget, and developing suggestions as to where funds can and should be spent.

1.5. ATIC Board Membership

Brenda Beall nominated Henry Goldberg to the ATIC Board and he was duly elected.

MOTION: To elect Henry Goldberg to the ATIC Board.

MOVE: Brenda Beall

SECOND: Bill Bolin

Passed Unanimously

There was continued discussion that we should target more membership from the telecom provider community, both wired and wireless. Bill Bolin has contacted Tom Belshe, Deputy Director, League of Arizona Cities and Towns who agreed to nominate someone from the Sun Corridor to get involved, perhaps David Walsh.

1.6. Review of Outstanding Action Items as Documented in July 2015 Minutes.

ACTION ITEM - The Executive Committee is tasked with determining an appropriate level of reserve funds, developing a budget, and developing suggestions as to where funds can and should be spent. Robert Backie, ATIC Chair committed to distribute a draft by the end of September.

2. Presentations and Action Plans

2.1. Telemedicine Public Meeting

Janet Major leads a committee that has been developing our 7th Annual Telehealth in Arizona Update in partnership with the Arizona Telemedicine Program (ATP - <http://telemedicine.arizona.edu/>). It is now scheduled for Tuesday, October 20, 2015 from 1:00-4:30 PM at the UA College of Medicine in downtown Phoenix. The program includes emcee Dr. Ronald Weinstein, Director, Arizona Telemedicine Program, T-Health Institute & Southwest Telehealth Resource Center, as well as a keynote from Phil Gordon, former Phoenix Mayor and Director, Chan Soon-Shiong Institute for Advanced Health, a Telemedicine Startup Showcase, and other presenters.

Janet circulated a draft event flier and will finalize for bulk distribution. More information is on the ATIC website at the event landing page: <http://arizonatele.org/events/telehealth-2015/>. Craig Stevenson is finalized Eventbrite registration for the onsite attendance fee of \$9.50 in advance or \$14.00 at the door. There will be no charge for remote attendance at arranged conference sites (Flagstaff, Tucson, Yuma, +TBD) or one's desktop. The University of Arizona is picking up the cost of the venue at their College of Medicine Phoenix and ATIC is being asked to pay for the refreshments, the cost of which will be likely be offset by attendance fees.

MOTION: For ATIC to cover up to \$500 in for refreshments and miscellaneous expenses at the Telehealth in Arizona Update event.

MOVE: Brenda Beall

SECOND: Michael Cohen

Passed Unanimously

2.2. ATIC Grant Filing for Rural Outreach

Bill Bolin has developed and filed for a USDA Rural Community Development Initiative (RCDI) grant supporting cooperative broadband efforts of the Towns of Benson and Tusayan. ATIC is the grant applicant seeking \$80K supported by an equal amount of community matching for a total of \$160K. ATIC would apply a 10% hold back of the federal funds to cover any accounting or other expenses and contribute to its overall operational needs. At no time would ATIC be expected to expend its funds for the purposes of this grant beyond actual expenses which are expected to be more than covered by the 10% hold back. ATIC would provide volunteer project management and oversight, while the participating communities would all have designated Group Leaders and receive funds from ATIC consistent with project milestones and guidelines. They would in turn apply any matching contributions, contract with consultants and relevant service providers directly, and provide required reporting as needed. We expect USDA to announce the awards in October.

2.3. Committee Changes

2.3.1. Governance Committee

Craig Stevenson spoke about a governance task force he has been discussing with Chris Johnson to focus on ATIC's policies and procedures and hope to enlist a few other Board member to participate. They hope to have initial recommendations by the November Board meeting and reach a final plan and recommendations by January. Ron asked for someone with a knowledge of history of ATIC to be on the task team and Mark Goldstein volunteered.

2.3.2. Strategy/Oversight Committee

Robert Backie noted that there is significant flux in the State's broadband situation as ASET is diminished and State Libraries has seen substantial staff reductions, driving ATIC's need to figure out how best to adapt to these changes going forward. He proposed ATIC replace the existing strategy committee with an oversight committee to consist of the Chair, Vice Chair, two elected Board members, and a fifth committee member to be appointed by the Chair. Robert will further develop the concept, review against the bylaws, and present to the Board for consideration and adoption at the next meeting.

The Executive Committee will remain and manage the strategy, tactical, and operational accountabilities of the new committee while the Board will duly consider any recommendations for action. Galen Updike agreed to write a history of the policies that ATIC has been involved in over the past 10 years or so.

2.4. Vision for ATIC

2.4.1. What role do you think ATIC should take in Rural Internet?

No separate discussion this meeting, but influenced discussion in section 2.5 below. At the September Board meeting, discussion revolved around grant opportunities where ATIC could lead and/or participate, educational and library connectivity, more robust telecom provider community engagement, returning to publishing a regular newsletter and calendar.

2.4.2. What do you get and want to get from your ATIC participation?

No separate discussion this meeting, but influenced discussion in section 2.5 below.

2.5. Opportunities for ATIC Involvement

2.5.1. Jobs to do to move ATIC forward

See **Involvement Opportunities to Move ATIC Forward** list below used as basis of discussion. Robert Backie indicated that the new website is due to be up later in September and the newsletter will be launched at the beginning of October. Henry Goldberg, Mark Goldstein, Mike Keeling, and Oris Friesen are committed to provide newsletter contributions and Robert serve as editor until he can be replaced by a Board volunteer.

Henry Goldberg volunteered for Economic Development Focus Coordinator. Galen Updike and Bill Bolin for volunteered for rural activities. Craig Stevenson volunteered to coordinate Social Media. Janet Major volunteered to coordinate healthcare. Jeff Sobotka volunteered to participate in government relations. Robert Backie will privately engage Board members in direct conversations about their interests and commitments, but volunteers are especially needed for newsletter editor, media relations, public meeting programming & coordination, and carrier relations.

3. Activity Reports

3.1. Telemedicine Public Meeting (Janet Major)

See report in section 2.1 above.

3.2. Strategy Committee (Steve Peters, Ron Schott)

No report this month.

3.3. Marketing Activities (Brenda Beall)

No report this month.

3.4. Rural Community Outreach Activities (Bill Bolin, Mike Whipple)

See report in section 2.2 above. No other report this month.

3.5. State Library Activities (Joan Clark, Mala Muralidharan)

No report this month.

3.6. K12 Education Report (Chris Johnson)

No report this month.

3.7. Government Affairs (Mike Keeling)

No report this month.

3.8. ATI Institute (Mark Goldstein, Oris Friesen)

No report this month. Brief discussion of role ATI Institute could and should play in future broadband grant management.

3.9. ASET (Mike Golden)

Mike Golden, who is no longer under contract to ASET, did attend Board and briefly reported on the recent phase out of ASET's broadband team. He suggested ATIC needs to help fill the vacuum with leadership and lobbying in the broadband arena.

Mike also briefly discussed his commercial Gigaband (<http://www.gigaband.com/>) efforts to provide community heuristic mesh wireless technology delivering speeds of some 300 Mbps while integrating small cellular repeaters into selected nodes. Testing is underway and launch is imminent.

4. ATIC "Public Information" Meetings (Mark Goldstein)

- 4.1. Our 7th Annual Telehealth in Arizona Update in partnership with the Arizona Telemedicine Program (ATP) is now scheduled for Tuesday, October 20, 2015 from 1:00-4:30 PM at the UA College of Medicine in downtown Phoenix. Further details in section 2.1 above. Event landing page is at <http://arizonatele.org/events/telehealth-2015/> including a link to registration.
- 4.2. A final Public Meeting for the year will again be in concert with Arizona InfraGard focused on Cyber Security and is scheduled for Thursday, November 19, 2015 from 1:00-4:30 PM. Jerry Crow is coordinating speakers and the program with Arizona InfraGard.

5. Announcements

Robert Backie announced the Phoenix Startup Mixer to be held this evening at the W in Scottsdale at 5:00 PM. Details and event registration on the web at <https://www.facebook.com/PhoenixStartupWeek>

Greater Arizona eLearning Association (GAZeL) will be holding the Innovative Learning in Arizona 2015 and Beyond Forum on Monday, September 28, 2015 from 8:00AM-5:30PM at the Rio Salado Conference Center in Tempe. At the event, GAZeL, along with other business, government, education, and community organizations, will launch the Arizona Education Innovation Collaborative. More information and registration may be found online at <http://gazel.org/register-for-forum>.

6. Adjourn

Remaining ATIC Board & Public Meeting Dates for 2015

Please note the change in venue from The Carnegie Center.

The next ATIC Board Meeting will be on October 14th, 2015, from 12:00-2:00 p.m. at the Historic Supreme Court in the Capitol Museum.

ATIC Board Meetings on Wednesdays from 12:00-2:00 PM

October 14, 2015 - **at the Historic Supreme Court in the Capitol Museum**

November 12, 2015 (Note: On Thursday as Wednesday, November 11 is Veterans Day)

ATIC Quarterly Public Meetings

Tuesday, October 20, 2015 - 7th Annual Telehealth in Arizona Update

Special Time: 1:00 - 4:30 PM at the UA College of Medicine Phoenix

In partnership with the Arizona Telemedicine Program (telemedicine.arizona.edu)

Attendance Fee: \$9.50 in Advance/\$14.00 at the Door/No Charge for Remote Attendance

More information and registration at <http://arizonatele.org/events/telehealth-2015/>

Thursday, November 19, 2015 - Cyber Security Meeting with Arizona InfraGard

(Note: Thanksgiving is on Nov 26th)

Special Time: 1:00 - 4:30 PM at Location TBD



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Involvement Opportunities to Move ATIC Forward

Following is a partial list of the opportunities for involvement within ATIC that need to be filled:

1. Areas of Focus Coordinators
 - a. Rural Broadband
 - b. Education
 - c. Healthcare
 - d. Economic Development
2. Email System
3. Website
 - a. Editor
 - b. Data Manager - CiviCRM
 - c. Rural Internet Content
 - d. Education Content
 - e. HealthCare Content
 - f. Economic Development Content
4. Newsletter Editor
5. Social Media - *Craig Stevenson*
 - a. Facebook
 - b. LinkedIn
 - c. Others
6. Carrier Relations
7. Media Relations
8. Government Relations
9. Public Meetings
 - a. Coordinators for each meeting
 - b. Audio & Visual
10. Marketing Coordinator
11. Lunch Coordinator