

## Idaho Broadband Advisory Board Meeting

June 2, 2021 | 1:30pm – 4:30pm.

Idaho Department of Commerce

Teleconference [Meeting Link](#)

ID: 895-62125059 | Passcode: 401221

700 W. State Street – JR Williams Building East Conference Room

Time	Topic	Lead	Notes
1:30pm	Introductions	Director Kealey	
1:45pm	Board Governance	Idaho Broadband Advisory Board	Action Item
2:15pm	Background on Broadband and Mapping	Idaho Commerce	
2:45pm	Updated Idaho Broadband Plan Proposed Household Grant Proposed 2021 Grant Funding Timetable for 2021 Grants Proposed Budget for Expenses	Idaho Broadband Advisory Board	Action Items
4:10pm	Next Meeting(s)	Idaho Commerce	
4:20pm	Other Business	Idaho Broadband Advisory Board	
4:30pm	Adjournment	Idaho Broadband Advisory Board	

# Idaho Broadband Advisory Board Meeting Minutes

Wednesday, June 2, 2021

JRW Building- East Conference Room

700 W State Street, Boise, ID 83702

Idaho Broadband Advisory Board Attendees	Idaho Commerce Staff
Chairman Rep. John Vander Woude, <i>Idaho Legislator (in person)</i>	Tom Kealey, <i>Director, Idaho Commerce (in person)</i>
Vice Chair Sen. Carl Crabtree, <i>Idaho Legislator (in person)</i>	Jake Reynolds, <i>Business Development &amp; Operations Administrator (in person)</i>
Sen. David Nelson, <i>Idaho Legislator (in person)</i>	Eric Forsch, <i>Broadband Development Manager (in person)</i>
Sen. Doug Ricks, <i>Idaho Legislator (by phone)</i>	Ewa Szewczyk, <i>Grants and Contracts Manager (in person)</i>
Rep. Megan Blanksma, <i>Idaho Legislator (in person)</i>	Andrea Vlassis-Zahn, <i>Broadband Development Coordinator (in person)</i>
Rep. Barbara Ehardt, <i>Idaho Legislator (in person)</i>	Holly Stevenson, <i>Grants and Contracts Analyst (by phone)</i>
Mitch Watkins, <i>Watkins Distribution (in person)</i>	Magaly Carrillo, <i>Community Development Analyst (in person)</i>
Margie Watson, <i>JC Watson &amp; Company (in person)</i>	
Not in Attendance: Andrew Emerson, <i>MHSolutions</i>	

## Idaho Commerce Director's Welcome:

Idaho Commerce Director Tom Kealey welcomed the Idaho Broadband Advisory Board to the meeting. Director Kealey also introduced the members of the board and the Idaho Commerce team to the broader members of the public.

## Background on Broadband and Mapping

Director Kealey gave a PowerPoint presentation that included an update on all funding opportunities for Broadband infrastructure in the State, household speeds, and the responsibilities of the Idaho Broadband Office.

Eric Forsch and Andrea Vlassis-Zahn gave a presentation on broadband mapping. They also answered board member questions regarding how the data was gathered and future data to be analyzed.

## Discussion:

Board members discussed the best approach to implementing the expenditure of the funds. Board members decided that the 10 million CARES funds should be considered first due to the December 30, 2021 deadline.

Board members discussed how the 10 million CARES funds can be allocated. They discussed the pros and cons of funding several smaller projects versus one big project. Due to concerns regarding the supply chain, as there have been reported issues in securing construction materials. Another concern brought forth included weather, especially for communities residing in mountainous areas. There are also restrictions on what the 10 million CARES funds can be spent on.

In addition, there will be coordination with other government entities and stakeholders to make sure that there is no duplication or redundancy with the funds to be awarded. Furthermore, mapping can be used to identify where broadband infrastructure gaps are located.

Other discussion topics included money caps for cities and counties that apply, how to measure project success, and reporting.

## Motion

For Representative Vander Woude to act as chairman and Senator Crabtree as vice-chair.

Moved by: Representative Ehardt  
Seconded by: Representative Blanksma  
**All in favor. Motion approved.**

Idaho Broadband Advisory Board took a ten-minute break.

### **Board Governance**

Senator Blanksma will write a draft document detailing possible board responsibilities for discussion in the next meeting.

The meeting minutes will be completed by Idaho Commerce.

The Advisory Board have determined that they will have a board member present at the next meeting to satisfy open meeting law requirements.

The Board Chair and Commerce will work together on the agenda for the next meeting.

If board members need more information for decision-making, Commerce can bring in presenters. Such as ISPs, counties, or cities with unique projects or other matter experts.

### **Next meeting:**

Monday, June 7, 2021.

Time: 1:00 p.m.

Place to be determined at either the Capitol or JRW East. Commerce will advise at least 48 hours before the meeting.

Broadband Advisory Board asks that a sitting arrangement be made so board members can face the audience.

### **Other Business:**

Board Member Margie Watson discussed allowing the draft grant application proposed by Idaho Commerce and reviewed by the deputy attorney general to go for public comment so that stakeholders can comment on what is provided and the board can better decide on how to spend the 10 million in CARES funds without losing time with the short deadline to complete project.

Broadband Advisory Board noted that their next meeting would discuss Board Governance and review options for \$10 million Cares Act dollars and potential funding options including other state agency projects that would involve broadband.

### **Motion**

Requesting the opening of the grant guidelines for public comment upon the following terms:

- Request will be reduced from \$15 million to \$10 million.
- Public comment will be open for the 10 million CARES funding.
- Will not have the caps or minimums on amounts.
- Add verbiage to reflect that state agencies can apply.

Moved by: Senator Nelson

**All in favor. Motion approved.**

**Motion:** To adjourn.

Moved by: Representative Blanksma.

**All in favor. Motion approved.**

**Chairman Vander Woude adjourned the meeting at 4:15 p.m.**