



INFORMATION TECHNOLOGY ADVISORY COMMISSION
2100 Clarendon Boulevard, Suite 314, Arlington, VA 22201

INFORMATION TECHNOLOGY ADVISORY COMMISSION

7:30 PM, Wednesday, May 28, 2014
1st Floor Azalea Conference Room
Courthouse Plaza (2100 Clarendon Blvd.)

MEETING MINUTES

In attendance:

ITAC Members Present: **Larry Mayer (Acting Chair)**

Martha Moore
Ben Faatz
Phil Caughran
Kenneth Cohn
Jeanny Shu Ho

Members Not Present:

Joseph Pelton
Frank Jazzo
Mary Crannell
Sal d'Itri
Anita Nolen
Kevin Robins
Tyler Carlin

County/Schools Staff:

Jack Belcher, CIO
Rob Billingsley, Cable Administrator

Cable Company Representatives:

Marie Schuler, Comcast
Louise Anderson, Verizon
Donna Selden, Verizon

Members of the Public:

None

1. **Meeting called to order by Larry Mayer, Acting ITAC Chair**
7:30 pm; **Quorum Not Present.** Meeting Agenda (draft) not adopted but followed.
2. **Public Comment:** None

3. **Approval of Minutes from Previous Meeting:** Minutes of the April, 2014 meeting were not approved due to absence of quorum, and no changes were recommended.
4. **Administrative and Other Issues:**
 - Larry Mayer announced Phil Caughran's has stated he would agree to have his appointment renewed.
 - The next ITAC meeting, June 25, 2014, will be with Emergency Preparedness Advisory Commission (EPAC) and will probably take place at 7 pm instead of the usual 7:30 pm time. Emphasis of that meeting will be on impact of next generation communications, 911 issues, and texting to 911.
 - Beginning in July, the joint ITAC/EPAC task force on these issues will meet starting the third Wednesday of the month.
 - The cable administrator updated the group on web site changes. The entire Arlington County web site has now been updated to a new software platform, Word Press.
 - Intelligent Community Forum will be in New York City on June 6, 2014, and a delegation of the County Manager, Barbara Donnellan, Board Chair, Jay Fisette, and CIO, Jack Belcher will be in attendance.
 - Due to the Superintendent of Arlington Public Schools creation of a sub-committee to the APS Master Planning Committee to address virtual high school and other matters that the joint ITAC/APS technology committee were addressing, it has been decided that the joint group cease meeting at this time.
5. **Legislative Updates:** Vice Chair, Frank Jazzo, provided the following by email before the meeting and was distributed by Member Mayer in hard copy at the meeting:
 - The FCC adopted a Notice of Proposed Rule Making (NPRM) seeking public comment on how best to protect and promote an open Internet while permitting "commercial reasonableness".
 - The FCC adopted rules authorizing the first "incentive auction" which will result in the repacking of the over-the-air television broadcast bands and will lead to an auction of 600 MHz wireless broadband spectrum, with the auction likely to occur next year.
 - The FCC launched an inquiry into the circumstances of a major 911 outage April 9-10, 2014, centered in Washington state, but also affecting large areas of Oregon and portions of California, Pennsylvania, Minnesota, Florida, North Carolina and South Carolina. In Washington alone over 4,500 911 calls did not get through.

- A Comcast executive reported that Comcast will likely implement data caps or “usage-based billing” for its entire footprint by 2019.
- Public Knowledge, The Utility Reform Network (TURN) and the National Association of State Utility Consumer Advocates (NASUCA) filed a petition with the FCC asking it to investigate reports that carriers are forcing customers from traditional copper phone service.
- On June 2, 2014, the FCC will hold a workshop on the new 911 Reliability Certification Process, where covered entities must certify compliance with best practices or reasonable alternative measures to mitigate risk of failure in critical 911 circuit diversity, backup power for central offices that directly serve a PSAP and diverse network monitoring.

6. Cable Administrator’s Report (Mr. Billingsley)

- The Cable Administrator reported that while approximately 75% of the 10 year period of time for buildout has passed, Verizon construction is over 80% complete and completion of the complete buildout was currently anticipated on schedule. The Cable Administrator is in the process of determining the optimum frequency to report on buildout progress. The chair, Joe Pelton, previously requested updates more frequently than every six months. Louise Anderson reported that Verizon has been building out to eight additional Multi-Dwelling Unit buildings. Member Mayer said that it would be useful during the site plan review process for MDUs, for Verizon to attend Planning Commission meetings. The Cable Administrator also described the follow up process for those MDUs where Verizon reported that they contacted building management multiple times without response.
- New developments re Comcast Franchise—There is nothing new to report, but meetings continue between the County and Comcast. The hope is that the negotiations will be completed by the end of the current extension to the end of 2014. All terms and conditions of the existing franchise remain in place during the extensions of the agreement.

7. ConnectArlington Status and Telecommunications Master Plan (Billingsley)

- The Cable Administrator provided details about ConnectArlington’s first stage of 50 County and Arlington Public School sites that are in various stages of completion. At this point, more than 41 of 50 sites are connected to their endpoint buildings. These are in various states of interconnection, splicing and testing.
- County has a VDOT permitting issue causing delays, and APS sites cannot begin using ConnectArlington until the Education Center, affected by the permit, is active. This should be resolved by July of 2014. The CIO related the challenges for APS to upgrade voice and video communications to use the fiber infrastructure. Member Mayer stated that this may be

another issue that the joint County / APS technical committee could address if they were still meeting. APS does not share their technology plans with DTS/County.

- The County has a Request For Information published to obtain more information about how the County might make fiber available to other entities. Results are expected by the end of June.

8. Establishment of Task Force in joint effort with EPAC (i) discussion of emergency power systems for telecommunications in time of phase out of Copper-based services (ii) Text 911 implementation planning; (iii) broadband 911 planning.

- Member Martha Moore reported on their recent task force meeting. Members of EPAC expressed concern about developing statements or actions about power and copper issues, and did not feel it was necessary. Six FCC committees are apparently reviewing the concerns about fiber converting from copper, and effects on power issues for communications.
- Suggestions have been made that County staff investigate relevant regulatory issues, but the CIO stated that these would have legal implications that the Technology staff are not qualified to provide. It may be more appropriate for Commission members to approach the Board on the issue.

9. Adjournment: 8:22 pm