DRAFT

ARLINGTON
VIRGINIA

INFORMATION TECHNOLOGY ADVISORY COMMISSION

7:30 PM, Wednesday, December 17, 2014
3rd Floor Conference Room (CHP 311)
Courthouse Plaza (2100 Clarendon Blvd.)

M E E T I N G   M I N U T E S

In attendance:

Chair:	**Joseph Pelton, Chair**
Vice Chair:	**Frank Jazzo**
ITAC Members Present:	**Anita Nolen**
	Phil Caughran
	Larry Mayer
	Kevin Robins
	Martha Moore
	Mary Crannell
	Sal d'Itri
	Robert Schill
Members Not Present:	**Ben Faatz**
	Kenneth Cohn
County/Schools Staff:	**Jack Belcher, CIO**
	Rob Billingsley, Cable Administrator
	David Jordan, CISO
Cable Company Representatives:	
	Louise Anderson, Verizon
	Marie Schuler, Comcast

1. **Meeting called to order by Joe Pelton, ITAC Chair**

   7:30 pm; Quorum Present. Meeting Agenda adopted as amended.

2. **Public Comment:** Dr. Bill Lang stated his concerns about Aurora Hills neighborhood connectivity to the Verizon FiOS service. He recently moved only a few hundred feet to another residence, and found his home only 20-30 feet from FiOS wires, but service is not available to his address because it is slated to be connected back to the Alexandria Wiring Center which is not being connected to his neighborhood. More broadly he is concerned that with only 18 months left in the Verizon requirement for building out to the entire County, his neighborhood may not be built by the June 30, 2016 deadline. Louise Anderson, the local Verizon representative, responded that she had looked into Dr. Lang's inquiry and the engineering staff feel that his

neighborhood will be built out in time. Also, Ms. Anderson indicated that the Alexandria Wiring Center is now "video validated," the first step in building out to any area. The Chair recommended that the Commission draft a letter of inquiry to Verizon alerting the company to the concerns about Verizon meeting the build out requirement as specified in the franchise agreement.

3. **Approval of Minutes from Previous Meeting:** Minutes of the November 2014 meeting were approved.

4. **Administrative and Other Issues:**
   - ITAC is currently up to full membership strength with 13 members, including Chair and Vice Chair. However, Dr. Pelton will vacate his Chairmanship by the end of 2014, and Member Larry Mayer will be leaving the County in several months and will vacate his position at that time.

   - The schedule of ITAC meetings will remain as occurring on the last Wednesday of the month, at 7:30 pm except for the months of November and December to avoid the holiday weeks, and will recess for one of the Summer months. The next meeting agenda will show the new schedule of times and locations.

   - In an effort to find a more efficient way for ITAC to communicate, exchange information, and collaboratively edit ITAC documents, the Cable Administrator has been able to create and "Extranet" location on the County's intranet. Using Sharepoint, Mr. Billingsley demonstrated the "look and feel" of the ITAC Sharepoint site that has had preliminary testing with the Co-Chair Frank Jazzo.

5. **Updates on Emergency Communications Services and Sustainability of Network Services**
   - The County Chief Information Security Officer, David Jordan, gave a presentation about the general status of Cybersecurity for the County, as well as in other situations.
   - In addition to the efforts conducted locally and regionally, there is a Governor's Commission for Cybersecurity at the state level with an Infrastructure Working Group.
   - 2014 has been a bad year for Point of Sale systems regarding breaches in data security. Mr. Jordan indicated that the problem was with the card issuers out dated mag stripe POS process and much less of a problem in Europe where breaches were reduced drastically by using the newer 'chip and pin' technology. The banks have been loath to upgrade retailer POS systems because of the cost.
   - In summarizing the trends of cybersecurity threats since 2000, Mr. Jordan stated that the Internet of Things holds a much more voluminous threat starting in 2020.
   - The County has a cross-department security compliance committee that meets regularly to address issues that arise leading to more effective threat prevention and over all best practice compliance, example: up-to-date system "patches" across all systems.

- Mr. Jordan explained several reasons why the recent breach in Sony data security may not have been by a single nation state but perhaps two or more with help from freelance criminal hacking services.

5. **Legislative Updates:** Vice Chair, Frank Jazzo, provided the following report:

   - At its November Open Meeting, the FCC adopted a Notice of Proposed Rulemaking (NPRM) to facilitate the transition to next generation networks by promoting and preserving the FCC's public safety, consumer protection and competition goals ("IP Transition"). The NPRM seeks comment on possible backup battery standards and the possible requirement that proposed for retirement copper networks be offered for sale to competitive carriers.

   - At its November Open Meeting, the FCC adopted a Policy Statement and Notice of Proposed Rulemaking (NPRM) regarding its approach to 911 governance and proposing mechanisms to ensure continued accountability for reliable 911 services as technologies evolve. The FCC seeks comment on requiring 911 providers to make public notification of major changes to 911 service, so that 911 call centers and other stakeholders are aware of potential impacts, and to seek approval if they intend to discontinue critical 911 services.

   - The FCC has solicited comment on the proposed industry "Road Map" for ensuring indoor location accuracy for 911 calls. Some in the public safety community have criticized the "Road Map". In a blog post, the FCC indicated that closing the gap in wireless indoor location accuracy is a top priority.

   - At its December Open Meeting, the FCC increased the E-rate program by 62%, to close the connectivity gap for schools and libraries.

   - The FCC will host a Small Business and Emerging Technologies Conference at FCC Headquarters on January 27, 2015. The event will focus on innovation by startup entrepreneurs in information technology and telecom.

6. **Correspondence to County and School Boards and County Manager and APS Superintendent on Possible Cost Saving Efforts**

   - The Chair reviewed and the Commission discussed a letter to be given to the County Manager, County Board, Superintendent of Schools, and the School Board detailing budgetary concerns. It was his intent to obtain approval of the draft letter, and have it presented at a meeting with the County Manager on December 18, 2014.

   - Member Larry Mayer moved, and Member Mary Crannell, seconded the motion, and the Commission approved the letter as amended and that it should be presented to the County Manger by the Vice Chair, Frank Jazzo, and that copies of said letter be communicated to the addressees by the Cable Administrator.

7. **Cable Administrator's Report**

   - The Cable Administrator has received the quarterly reports from the franchisees and will report on customer service reports at the January 2015 meeting.

   - There is nothing to report on the Comcast negotiations, but the franchise has been extended to end of 2015 as of the December 2014 Board meeting.

   - Verizon still seems to be on track regarding FiOS buildout with 81% to 82% of the County having available fiber at the street. Verizon has now begun building out to Crystal City, but Fairlington is not yet on the immediate schedule.

8. **ConnectArlington Status and Telecommunications Master Plan**

   - The Cable Administrator and CIO reported on the progress of the "last mile" connections for ConnectArlington linking about half of the County buildings and Schools to a fiber network. The Schools network is centered out of the Education Center on N. Quincy, but APS has not yet integrated their network with the new fiber.

   - Almost all of the Stage I County sites are attached to ConnectArlington and actively on the County's network with 41 sites "network ready", 5 sites which were awaiting completion of the OEM Public Safety Radio Ring connections are now in testing, 2 sites (Courts/Police and Detention Center) are awaiting delivery of fiber materials, and lastly the Fairlington Community Center is delayed due to difficulty in crossing I-395, with McKinley Elementary School is pending completion of school construction. Stage II will entail building to an additional 43 County and School sites (with two planned additional school sites). Stage II will not finish possibly as late as 2017. Construction of the last phase of the Intelligent Traffic System, the backbone of the system, will not begin until the coming Spring.

   - The APS connections will not be on the network until there is funding for the required equipment, upwards of $1 Million according to the Superintendent of Schools.

   - The Ashlawn School has achieved the quality standards required to achieve the County's certification of Wireless Security.

9. **Adjournment:** After a celebration of Dr. Pelton's service as ITAC Chair from 2006 to 2014, the Commission congratulated Dr. Pelton with a plaque acknowledging his contributions, and adjourned the meeting at 8:56 pm/