INFORMATION TECHNOLOGY ADVISORY COMMISSION

7:30 PM, Wednesday, January 28, 2014
Azalea Conference Room (CHP Lobby Level)
Courthouse Plaza (2100 Clarendon Blvd.)

MEETING MINUTES

In attendance:

Chair:	**Frank Jazzo, Chair**
Vice Chair:	**Vacant**
ITAC Members Present:	**Phil Caughran**
	Anita Nolen
	Larry Mayer
	Martha Moore
	Mary Crannell
	Sal d'Itri
	Tyler Carlin
	Joseph Pelton
Members Not Present:	**Robert Schill**
	Ben Faatz
	Kenneth Cohn
	Kevin Robins
County/Schools Staff:	**Jack Belcher, CIO**
	Ajit Arya, Deputy CIO
	Holly Hartell
	Marybeth Majka
	Kristanne Littlefield
	Rob Billingsley, Cable Administrator
	Matt Smith, Arlington Public Schools
Cable Company Representatives:	
	Louise Anderson, Verizon
	Marie Schuler, Comcast

1. **Meeting called to order by Frank Jazzo, ITAC Chair**

7:30 pm; Quorum Not Fully Present until 7:52 pm when enough members had arrived at the meeting. Meeting Agenda adopted, after the full complement of the Quorum (seven or more members) arrived, as amended to place the presentation of the Arlington County Digital Plan as the 4th item on the agenda – near the beginning of the meeting

2. **Public Comment: None.**

3. **Approval of Minutes from Previous Meeting:** Minutes of the December meeting were approved after the full complement of the Quorum (seven or more members) arrived.

4. **Arlington County Digital Plan**

Department of Technology Services presentation at beginning of meeting. (Powerpoint Slides to be mounted on ITAC website on Meetings web page) Presenters included Jack Belcher, CIO, introducing the plans highest objectives for making it easier for residents to interact with their government and to access what you need, when you need it, the way you want it. The Deputy CIO, Ajit Arya, discussed privacy, security and resiliency as it relates to preserve County information and protect the information of individuals. Holly Hartell described the goals for a healthy, safe and secure community with public health innovations, integrated regional communications, and emergency response. Marybeth Majka discussed economic development and its relationship to new technology for energy conservation environmental concerns, and plans for sustainment. The plan will focus on leveraging technology to continue to attract and retain individuals, businesses, and institutions. Kristanne Littlefield focused on transparency and accountability as they relate to providing open access to assure confidence in government, to encourage third party innovation, and to improve the services the County provides. Using Sharepoint, Kristanne demonstrated how members could sign on to the site and review the Digital Plan.

5. **Administrative and Other Issues:**

- ITAC is currently not up to full membership strength with the departures in the near future of former Chair, Joe Pelton and Member Larry Mayer.

- 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.

- While ITAC Meeting announcements, Minutes and Agendas are circulated via email, Member Martha Moore requested that ITAC meeting invitations also be extended through ICS. Liaison Rob Billingsley will make those arrangements.

- The outgoing Chair, Joe Pelton, offered his thoughts how the ITAC might change its nature to be more than an advisory body going forward.

- Rob Billingsley, Liaison, proposed that members review the ITAC website for currency or relevancy on an annual basis.

- Member Caughran indicated that his contact at FCC may not be able to speak on E-Rate for some time due to possible conflicts regarding ongoing proceedings. Otherwise, Caughran indicated that he has circulated the following link to learn more about E-Rate: .

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

- At its January Open Meeting, the FCC will consider a Report and Order to ensure that accurate caller location information is automatically provided to public safety officials for all wireless calls to 911, including for indoor calls.

- The FCC announced the Comment and Reply Comment dates for its 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. Comments are due March 9, 2015, with Reply Comments due April 7, 2015.

- The FCC is launching a new Consumer Help Center that provides an easier-to-use, more consumer-friendly portal for filing and monitoring informal consumer complaints, as well as accessing educational materials.

- In the aftermath of Metro's L'Enfant Plaza station fire/smoke incident, Sen. Warner is calling for improved emergency communications interoperability coordination between WMATA and area first responders.

- The FCC issued an Enforcement Advisory warning that persons and businesses causing intentional interference to Wi-Fi hotspots will be subject to enforcement action. Marriott has withdrawn a proposal to permit it to block outside Wi-Fi service at its conference facilities.

- The U.S. Supreme Court ruled in favor of T-Mobile in a tower siting case involving Roswell, GA. The Court said localities must provide or make available the reasons for their tower siting decisions, even though those reasons need not appear in the denial letter, but the reasons may appear in some other written record as long as the reasons are sufficiently clear and are available to the applicant essentially contemporaneously with the denial letter or notice.

- President Obama declared his support for FCC pre-emption of state laws restricting municipal broadband.

7. **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 that was given to the County Manager, County Board, Superintendent of Schools, and the School Board detailing budgetary concerns on December 18, 2014.

- Member Joe Pelton requested from Matt Smith of APS for any response or reactions from the Superintendent and School Board. Smith indicated that a response was being drafted and would be conveyed back to the ITAC. He also reviewed on online course on personal finances, as well as a forthcoming course in history. There is also an online course clearing house with an extensive catalog of courses provided at the State level.

8. **Cable Administrator's Report**

   - The Cable Administrator received analyzed the quarterly reports from the cable TV franchisees, Comcast and Verizon, reported on customer service reports. Slides illustrating the report will be put onto the ITAC site for this 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.

9. **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. The second stage of last mile connections cannot begin until the completion of the backbone Intelligent Traffic System.

   - Almost all of the Stage I County sites are attached to ConnectArlington and actively on the County's network with 42 sites "network ready", 4 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 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.

   - Ed Center fiber has passed testing. APS is working on their changes to allow migration of 12 network ready sites.

10. **Adjournment:** ITAC adjourned at 9:13 pm.