



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

INFORMATION TECHNOLOGY ADVISORY COMMISSION

7:30 PM, Wednesday, May 27, 2015
Azalea Conference Room (CHP Lobby Level)
Courthouse Plaza (2100 Clarendon Blvd.)

MEETING MINUTES

In attendance:

Vice Chair: Frank Jazzo, Chair

ITAC Members Present: Rob Schill
Mary Crannell, Vice Chair
Anita Nolen
Martha Moore
Kenneth Cohn
Phil Caughran

Members Not Present: Ben Faatz
Tyler Carlin
Sal d'Itri
Kevin Robins

County/Schools Staff: Jack Belcher, CIO (by phone)
Rob Billingsley, Cable Administrator

Cable Company Representatives: Louise Anderson, Verizon
Marie Schuler, Comcast

Guests: Douglas Galbi, Ode Street Tribune

1. **Meeting called to order by Frank Jazzo, ITAC Chair**
7:30 pm; Quorum Present; Meeting Agenda adopted.
2. **Public Comment: None.**
3. **Approval of Minutes from Previous Meeting:** Minutes of the April 2015 meeting were approved, as corrected for minor change in text about schedule of meetings being on the "fourth Wednesday" of the month, rather than the mistakenly stated, "last Wednesday" of the month.

4. Administrative and Other Issues:

- ITAC is currently not up to full membership strength with recent and expected departures of the former Chair and other members, but the current Chair and Jay Fisette are reviewing resumes of interested residents. Sal D'Itri will not be renewed at the end of May, leaving three vacancies. The Chair and Vice Chair will soon submit recommendations to the Board.
- The ITAC website has been updated to reflect the current membership and their term expiration dates.
- The schedule of ITAC meetings will remain as occurring on the fourth 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 the Summer month of July 2015 – ITAC's next meeting will be on August 26, 2015.
- The County Manager and Superintendent of Arlington Public Schools responded to the ITAC letter that was sent to both of them last December. In the response, Raj Adusumilli, Assistant Superintendent for Information Services, and the County CIO, Jack Belcher, collaborated on the response that addressed increasing needs of the County.
- The Group reviewed the list of accomplishments for the ITAC's Annual Report to the Board for 2014. There was some discussion of ensuring the Verizon demonstrations of a new battery system with longer up time would be included in the current list of accomplishments. In addition, the item concerning the collaboration between APS and ITAC for joint committee discussions will be modified to reflect recent statements in the joint letter from the County Manager and the Superintendent of APS (Item 3). The final version will be circulated by the next meeting for passage with a resolution, and then forwarded to Jay Fisette, Board Member and ITAC Board Liaison.

5. Presentation by Arlington Fire Chief, Jim Schwartz, on recent Metro emergencies:

Chief Jim Schwartz of the Arlington County Fire Department reviewed the collaborative nature of the fire services in Northern Virginia, under the Fire Chiefs Agreement which sets standard operations procedures among the jurisdictions. His comments focused on the January 12, 2015 incident at the L'Enfant Plaza Metro station. The regional Council of Governments (COG representing local DC, VA, MD jurisdictions) found in their analysis that exhaust fans were operating incorrectly, and impeding the removal of the smoke. Metro depends on the local fire services for fire emergencies at stations in their areas. The National Transportation Safety Board will soon release their analysis results in a report soon. A similar incident, occurring later in January 2015, in Arlington's Courthouse Metro Station will also be included in the NTSB report. The age of the Metro system is most likely the cause with needs for better maintenance. One of the issues with these incidents was poor communications in tunnels, as well as a lack of "unified command" among the responding services and the Washington Metropolitan Area

Transit Authority (WMATA). Chief Schwartz also described some less technical changes in procedures to improve establishing command structure in the field for multiple jurisdictions on the scene of the incident.

Arlington County was one of the first jurisdictions in the region to put upgraded radio communications antennas into the metro tunnels and invited Verizon to share those antennas for their commercial services.

As part of these upgrades by Arlington, bi-direction amplifiers (BDAs) were installed but there have been problems due to the locations of these antennas, where “repeaters” have to be established by the first responders to effect communications. WMATA is also providing map information to improve the maintenance of BDA’s. The BDA’s will be moved to areas where they can be more easily maintained. Lack of understanding among train operators of what needs to be done in emergency situations also contributes to problems with coordinated efforts.

WMATA is planning a new radio system that will use the same antenna system as Arlington, but will not be completed until 2022. WMATA has a training center in MD where about 2/3 of Arlington Fire staff have gone through specialized training, and leads the region in the number of staff who have attended the WMATA training. Train operators need to be trained and empowered to do more in coordinating trains in and near their stations. WMATA also needs to communicate better with station managers and local jurisdictions when an emergency is taking place. Arlington has requested Metro hire or designate a single fire incident manager to be the primary point of contact with the jurisdictions.

Chief Schwartz also discussed additional details about WMATA’s future radio system as well as other system developments regarding sensors for hazardous materials. Arlington has also been discussing potential improvements in sensor technology for the Metro tunnels with the local Virginia Tech Research Institute. Other low tech improvements such as simply cleaning up existing equipment and environments.

6. Continued Discussion: Potential uses of County Data for collaborative data hacking projects, and possible policy issues relating to releasing data.

Rob Billingsley, ITAC staff coordinator, reviewed some of the previous ITAC discussion on this topic from the last monthly meeting and addressed questions from that meeting. One idea in use by another jurisdiction that the ITAC found interesting was the use of open data of fire hydrant locations for neighbors to maintain in snow storms and for other information for Park and Recreation program availability and location.

- In response to a question from the ITAC at the April 2015 meeting, OEM situational awareness for Twitter, intelligence is important, but OEM Director emphasized it is no substitute for calling 9-1-1.

- In response to another question from the same meeting, there is no County Digital Privacy Policy, as such. There are Administrative Regulations for Internet usage, County Web Privacy Terms, County health information policy, social media policy, video privacy policy, as well as an Internet Privacy Policy for Arlington Public Schools.
 - DTS staff reviewed the April 2015 ITAC meeting minutes and the suggested applications, and are reviewing County data stores for data that can be applied to some of the suggestions.
 - Member Phil Caughran asked if there was anyone who could present the County's approach to privacy, and the CIO offered the County's chief of record keeping, Chad Doran, Phd., to present this to ITAC at an upcoming meeting in June or August.
 - Member Caughran asked if the State had a 'Dillon Rule' mandate for making data more available. Rob Billingsley mentioned that the nature of the VA Freedom of Information provisions advocates openness and sets specific conditions on what a jurisdictions may prevent dissemination.
 - Jack Belcher, CIO for the County mentioned that the Deputy County manager is aware of this development and supports the initiative.
 - The County needs to determine what people are looking for in information that is not currently available?
 - June 6, 2015 there will be a "Hackathon" in Alexandria on Code For America Day and DTS will be sending its Application Team to participate. Member Moore requested a report from DTS at the June 2015 ITAC meeting on the results of the Hackathon bearing on the County.
 - GIS is another area that could be developed from the currently internal system to open up data for external development.
 - Cost for the Open Data initiative is relatively low, in that the data already exist, they just need to be made openly available in a usable format.
 - Member Ken Cohn mentioned a concern for security issues by opening up these government data sources, but the CIO responded that former County Manager Ron Carlee in a Chattanooga conference session felt that the data were developed with public funds and therefore belong to the citizens and should be made available to them.
 - The CIO or DTS Applications Team staff will report on the Code for America activities in Alexandria at the June meeting
7. **Recommendations for 2016 General Assembly Legislative Package [previously circulated].**
No recommendations were presented at this meeting, but the deadline for comments are due at the June 2015 ITAC meeting? ITAC should prepare any comments that it may have by the June ITAC meeting.

8. Legislative update [includes April report] (Mr. Jazzo)

- FCC Chairman Wheeler announced a proposal to protect consumers from unwanted robo-calls, spam text messages, and telemarketing calls, which will be voted on at the FCC's June 18, 2015 Open Meeting.
- The State of North Carolina is appealing the FCC's Order preempting state laws restricting Community Broadband in Tennessee and North Carolina. The State of Tennessee has already appealed the FCC's decision.
- Arlington Independent Radio has been granted a modified construction permit for low power FM (LPFM) station WERA-LP on 96.7 MHz.
- CenturyLink and Intrado agreed to a combined \$17.4 million settlement to resolve a 911 outage investigation stemming from last year's multistate 911 outage.
- Verizon is offering a promotion to small businesses featuring FiOS Internet/voice bundles with 50 Mbps upload/download speeds for the 25/25 Mbps price.
- Senators Baldwin and Markey introduced the Community Access Preservation Act to promote local community access to public, educational and government (PEG) channels.
- Democratic Senators are questioning an FCC rulemaking that would assume that all cable systems are subject to "effective competition", which would preclude local franchising authorities from setting basic cable rates or requiring the provision of PEG channels.
- On May 20, the FCC held a workshop on E-Rate funded fiber build projects.
- Comcast announced that it will be hiring an additional 5,500 customer service reps across the country over the next three years.
- The FCC's Public Safety and Homeland Security Bureau held a workshop on May 8, 2015, on the use of smartphone apps in the provision of 911 service.
- The FCC adopted rules for the Citizens Broadband Radio Service, which adopts sharing techniques to create a three tiered commercial broadband radio service spanning 3550-3700 MHz.

- Verizon announced that it will let FiOS TV customers buy a “skinny bundle” of channels and add a variety of “channel packs”, groups of networks with similar themes for \$10 each per month.
- Comcast announced that it will be rolling out Gigabit Pro, an uncapped, fiber-based, symmetrical 2 Gb/s service, across the nation throughout the year.

9. Cable Administrator’s Report (Billingsley)

Rob Billingsley reviewed the progress of Verizon’s build out of FiOS to Multiple Dwelling Units (MDUs), such as Apartment and Condominium buildings. There have been at least a dozen new buildings that have become “Video Valid” for FiOS. Verizon has built out to 92.6% of the County in 9 of the 10 years allowed in the Franchise for date of the start of the franchise with Verizon, e.g. June 30, 2006, would mean that Verizon is on track to complete the construction as required in the agreement.

One significant indication of progress is that Verizon will begin bringing FiOS to those neighborhoods in South Arlington that are fed by the Alexandria, Barcroft and Crystal City Wiring Centers by the 3rd Quarter of 2015 (Jul-Sep).

10. Update on ConnectArlington (including dark fiber) (Belcher)

CIO Jack Belcher reviewed the progress of the County’s effort to make fiber leases available to private companies. The County obtained approval from Federal Highway Administration, one of the funding agencies of the initial plan to install fiber infrastructure for traffic lights, on the concept of digging once, but installing many times in the installed conduit for efficiency sake. Three construction crews will now begin installing fiber in existing conduit. Virginia Tech is now connected to ConnectArlington, enabling access to other educational networks such as the Virginia Community College Network. The CIO emphasized the opportunity to do this now may not be available if the County waits.

11. Adjournment: ITAC adjourned at 9:22 pm.