



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

INFORMATION TECHNOLOGY ADVISORY COMMISSION

7:30 PM, Wednesday, August 26, 2015
Azalea Conference Room (CHP Lobby Level)
Courthouse Plaza (2100 Clarendon Blvd.)

MEETING MINUTES

In attendance:

Chair: Frank Jazzo
Vice Chair: Mary Crannell

ITAC Members Present: Anita Nolen
Martha Moore
William Lang
David Husband
Kenneth Cohn
Kevin Robins
Phil Caughran
Robert Schill

Members Not Present: Ben Faatz
Tyler Carlin

County/Schools Staff: Rob Billingsley, Cable Administrator
Chad Doran, PhD. , Chief Records Officer, DTS

Cable Company Representatives: Louise Anderson, Verizon

Guests: Dan Loredo
Joshua Farrar

1. **Meeting called to order by Frank Jazzo, ITAC Chair**
7:35 pm; Quorum Present; Meeting Agenda adopted for meeting.
2. **Public Comment: None.**
3. **Approval of Minutes from Previous Meeting:** Minutes of the June 2015 meetings were adopted, and May 2015 minutes adopted at this meeting due to lack of quorum at June meeting.

4. Administrative and Other Issues:

- ITAC is currently one member short of full membership strength, but the current Chair and Jay Fisette are reviewing resumes of interested residents. Dr. Bill Lang was attending his first ITAC meeting as a member, and all present introduced themselves to Dr. Lang. Kevin Robins' term was renewed by the Board last month.
- Length of ITAC Member terms were discussed briefly, but chair stated that County Board Office seems to accept the three-year period as standard for ITAC.
- 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 (3rd Wednesday of the month in Rm. 311) to avoid the holiday weeks, ITAC's next meeting will be on September 23, 2015. Cable Administrator will update the ICS notification of upcoming meetings. Question arose about ability of members to participate and vote via remote access electronically. Remote access votes require a 'role call' vote, but may not contribute to establishing a quorum. The ITAC Group discussed the issue of scheduling around Yom Kippur. Cable Administrator will accommodate in future September meetings.
- The Chair did not receive any comments since the May 2015 meeting on the proposed annual report to the Board. ITAC adopted the final version and a cover letter will accompany the report.

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

- Chad Doran, Chief Records Officer for Arlington County, provided a presentation of "Open Data: County Recordkeeping Requirements. (*Presentation available on ITAC Webpage for this meeting*)
- Growth of electronic information is very rapid. All County documented activities are subject to record retention and are subject to the Virginia Freedom of Information Act.
- This activity involves how long such records should be retained, secured, disposed of properly, maintained, and retained for long periods of time.
- Chad also addressed the County policies regarding Open Data. County Goals include transparency, accountability, access, and availability of open data.

6. Recommendations for 2016 General Assembly Legislative Package forwarded by DTS to Legislative Liason, Patricia Carroll. (Billingsley)

- The group discussed the value of the recommendation to the Board (initially crafted by Martha Moore) regarding communications access for monitoring health status for the homebound or elderly resident. While the ITAC did not have the opportunity to complete a resolution in time for the Board's deadline for submissions, Rob Billingsley mentioned that the County's legislative liason requested similar input from Jack Belcher, CIO. As a result the following was provided to include the ITAC's discussed submission:
 1. There should be grant programs for local government broadband fiber construction and/or communications equipment for public safety/government/school use.
 2. Public / Private economic collaborations could be funded for localities to acquire, design, construct, improve, renovate, expand, equip, maintain or operate qualifying broadband communication projects and encourage innovative approaches to financing innovation, construction, and/or renovation within the locality, or across jurisdictions in the same region.
 3. Funding is needed for programs serving low income elderly to get telecom services that enable them to age in place safely through Internet-based monitoring services and devices. The cost of — or lack of — Internet services has been identified as a barrier to using monitoring services and devices in ways that can reduce Medicare/Medicaid costs for acute care, rehabilitation centers, and skilled nursing care associated with falls and other problems that the elderly experience.
- The Cable Administrator will follow up with Ms. Carroll and report back on which proposals have been accepted by the Board to be forwarded for legislative consideration.

7. Legislative update (Mr. Jazzo)

- The FCC adopted rules and policies to require providers of facilities-based, fixed, voice residential service that is not line powered (generally not copper) to ensure that a technical solution for 8 hours of standby backup power is available for consumers to purchase at the point of sale. Within 3 years, such providers will be required to offer an option for 24 hours of standby backup power. These providers will also be required to inform both new and current customers about service limitations during electric outages and steps they can take to address those risks. The group requested that a summary of the FCC announcement be posted to the ITAC Webpage.
- In its IP Transition proceeding, the FCC adopted rules to require that customers be notified of plans to retire copper networks six months in advance for non-residential customers and

three months in advance for residential customers. Rules were adopted to require that replacement services be offered to competitive providers at rates, terms and conditions that are reasonably comparable to those of legacy services.

- Verizon has tested NG-PON2 FTTP technology that it claims could provide symmetrical speeds of 10 Gbps to business and residential customers.
- Comcast expects to start DOCSIS 3.1 (“D3.1”) market trials by 4th quarter 2015 and have its entire footprint D3.1 ready by the end of 2016. Initial D3.1 modems will support about 5 Gbps downstream and 1 Gbps upstream, when fully loaded.
- Arlington Independent Media (AIM) is seeking to hire a Radio Coordinator for its new Low Power FM station, WERA-LP, on 96.7 MHz, which expects to begin broadcasting in December. Members asked if WERA stood for anything in particular. The Cable Administrator will follow up.
- The Department of Housing and Urban Development (HUD) announced a pilot program, called ConnectHome, to bring broadband Internet service and training 200,000 low-income children, to try to help close the “homework gap.”
- Comcast announced that it is preparing to launch “Stream”, a \$15 per month no-contract IP video service that will feature major broadcast networks and HBO and will be bundled with its high-speed Internet service.
- APS officials noted favorably a Virginia State Department of Education initiative to pilot a “virtual” high school for the 2015-16 school year, that will enable students to earn high school degrees by completing an online curriculum. APS officials indicated that they will spread the word to local students.
- Arlington County Fire Chief, Jim Schwartz has been named Deputy County Manager. In his new position, he will be responsible for the County’s public safety agencies, the ECC 911 center and the Department of Technology Services.

8. Cable Administrator’s Report (Billingsley)

- The question from ITAC about how many are viewing the webcasts of the monthly meetings was answered. Viewership has been running an average of 23 views per monthly meeting. The County Manager views the webcast meetings as providing more transparency to residents.

- Changes in the webpages for Cable Administration and the ITAC page were reviewed online. One of the links on both pages includes emergency information provided by the Federal Communications Commission. More critical issues are placed higher on the page.
 - ITAC meeting schedules are also emphasized with next meeting time and places. One of the recommended changes is to add a more direct link to the ITAC meeting schedule.
9. **Update on ConnectArlington (including dark fiber) (Belcher/Billingsley)**
- ConnectArlington “middle mile” backbone cable for business leases is being installed, and should be completed by the second quarter of 2016.
 - There will be an agreement for Verizon to place its equipment into Arlington Mill Community Center presented to the Board for approval. Such equipment will use the installed distributed antenna system, and is necessary to ensure subscribers can make calls successfully from within the building.
 - The Cable Administration Office has updated its brochures for distribution to libraries and County offices to alert residents as to the support that can be obtained from this office when they have difficulties with their cable TV providers.
10. **Adjournment:** ITAC adjourned at 9:25 pm.