



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

7:30 PM, Wednesday, December 16, 2015  
3<sup>rd</sup> Floor Conference Room (CHP 311)  
Courthouse Plaza (2100 Clarendon Blvd.)

## MEETING MINUTES

### In attendance:

#### Chair:

**Frank Jazzo**

#### ITAC Members Present:

**Mary Crannell, Vice Chair (on Phone)**  
**Martha Moore**  
**Anita Nolen**  
**Kenneth Cohn**  
**Dan Laredo**  
**Phil Caughran**  
**William Lang**  
**Joshua Farrar**  
**Robert Schill**

#### Members Not Present:

**Ben Faatz**  
**Kevin Robins**  
**David Husband**

#### County/Schools Staff:

**Rob Billingsley, Cable Administrator**  
**Jack Belcher, CIO**

#### Cable Company Representatives:

**Louise Anderson, Verizon**  
**Marie Schuler, Comcast**

1. **Meeting called to order by Frank Jazzo, ITAC Chair**  
7:30 pm; Quorum Present after start of meeting; Meeting Agenda approved.
2. **Public Comment: None.**
3. **Approval of Minutes of Prior Meeting:** November 2015 Minutes approved as amended, correction of Dan Lorado's name spelling.

#### 4. Administrative and Other Issues:

- The Chair reviewed the basic meeting schedule as the 4<sup>th</sup> Wednesday of every month, and the Cable Administrator reviewed the list of dates for 2016 with locations to be finalized.
- Next Meeting for January 2016 will be in the Azalea ConferenceRoom.
- ITAC is at full strength with the appointment of Dan Lorado, at the November County Board Meeting, November 17, 2015
- Martha Moore reviewed a budget forecast briefing that the Acting County Manager, Mark Schwartz, the County Manager invited Commission Chairs with one guest each to attend a budget discussion on December 3, 2015. Vice Chair Mary Crannell and Member Moore attended. One significant point discussed was process re-engineering because the County manager mentioned it. CIO Belcher elaborated on how that applies to a “smart city” with an example from Barcelona, Spain. As a result, Members Crannell and Moore are drafting a memo or letter to the County Manager and Board with concerns and priorities for a technology budget in Fiscal 2017 (July 1, 2016- June 30, 2017). Priorities discussed included residential solid waste/recycling, stormwater management, smart parking, and interactive kiosks, and possibly water main monitoring systems.
- Additionally, the group discussed the role of ITAC from a broader perspective: e.g. where should the line be drawn between the responsibilities for County and private service providers; level of guidance (strategic vs. operational) that ITAC should provide the Board, e.g. how to approach recommendations regarding policy vs. operational needs; coordination with County departments; representing County interests in recommendations to reduce costs; recommendations for Board priorities based on what kind of community the residents desire; setting high level financial goals rather than suggestions on how to spend the funds; viewing technology costs as asset investments vs. expenses; the need for a County strategic planning office. The discussion included viewing a video about the benefits of “smart city” applications. The Commission voted to delegate to Member Moore, the Chair and the Vice Chair the completion of the letter to the Board on technology budget priorities with examples more visible to the residents.
- The Chair reported that he visited the new Comcast Innovation Center at 400 New Jersey Avenue, Washington, DC. After visiting the exhibits he thought it would be a good idea for the ITAC to also schedule a group meeting there to see the new X-1 platform offerings. Ms. Schuler, of Comcast, said she would come up with some candidate dates for ITAC’s consideration.

**5. Legislative Update: (Mr. Jazzo)**

- NTIA is seeking comments on proposed rules for fees to be imposed to utilize FirstNet, which is intended to operate as a self-funding business enterprise.
- San Jose and Los Angeles have deployed SmartPole small cell pilot projects to enable Internet of Things (IoT) connectivity for smart city applications.
- The Virginia Department of State Police raised objections to FirstNet’s public safety communications system incumbent relocation proposal in the 758-769/788-799 MHz bands (Band 14), arguing that FirstNet should not procedurally be able to determine the timetable of the transition.
- FirstNet plans to release its request for proposal (RFP) to deploy the nationwide public safety broadband network soon after the start of the new year.
- The U.S. Department of Transportation is sponsoring a \$50 million competition to remake the American City’s transportation through smart city applications.
- The D.C. Circuit Court of Appeals heard arguments earlier this month related to appeals of the FCC’s Net Neutrality Rules.
- The Federal Spectrum Incentive Act was introduced in the House of Representatives, which proposes to allow federal entities to participate in an incentive auction and voluntarily give up spectrum to be auctioned for commercial use.
- WERA-LP, 96.7 MHz, Arlington’s first low power FM (LPFM) station, launched service on December 6 to an enthusiastic opening night event.

**6. Cable Administrator’s Report: (Billingsley)**

- Rob Billingsley, Cable Administrator reported on the opening event on December 6, 2015 for the Arlington Independent Media Public Access TV station kicking off the new WERA radio station mentioned by the Chair in the Legislative Update. It is somewhat unusual for a Public-Educational-Government (PEG) station to do so. It was well attended, standing room only, with speakers that included the FCC’s Council, Gigi Sohn and the President of the Alliance for Community Media. The station will focus on local events and interests, and act as a backup emergency management media outlet.
- Billingsley also reviewed changes in customer connectivity in the upcoming “technology transition” from copper to fiber cable for POTS (plain old telephone

service) which will not increase subscriber monthly costs, and is not part of the FiOS buildout process. However, unlike the copper based system, phones will need electrical power from within the subscriber's home, but a 24 hour D battery backup unit will be provided by the company to converted customers.

- A large number of residents are moving from Verizon's "contact process" to the next stage of getting permission to initiate evaluation of physical premises for service delivery. 92.9% of county is built out for Verizon fiber.
- Louise Anderson stated that Verizon is focusing a lot of energy on completing the buildout by the June 30, 2016 deadline. ITAC concerns for mapping and buildout conflicts with other utilities in Fairlington, one of the last areas to receive FiOS construction, has been communicated to the technical staff involved.

**7. Update on ConnectArlington:**

- The CIO mentioned that members may have noticed the orange tubing coming up out of the ground around the County. That is the third phase of the ConnectArlington / Intelligent Traffic System buildout to all the traffic lights in the County.

**8. Adjournment:** ITAC adjourned at 9:00 pm.