



7:30 PM, Wednesday, April, 2016  
1st Floor Conference Room Azalea-Rm 103  
Courthouse Plaza, 2100 Clarendon Blvd.  
Arlington, VA

**MEETING MINUTES**

**In attendance:**

**Chair:** Frank Jazzo

**ITAC Members Present:** Kevin Robins  
Phil Caughran  
Anita Nolen  
Martha Moore  
Joshua Farrar  
David Husband

**Members Not Present:** Ben Faatz  
Kenneth Cohn  
Mary Crannell, Vice Chair  
William Lang  
Dan Laredo  
Robert Schill

**County/Schools Staff:** Rob Billingsley, Cable Administrator  
Jack Belcher, CIO  
Holly Hartell, DTS

**Cable Company Representatives:** Marie Schuler, Comcast

**Member of the Public:** Mike Shelburne, Arlington Resident

1. **Meeting called to order by Frank Jazzo, ITAC Chair**  
7:30 pm; Quorum present; Meeting Agenda adopted.
2. **Public Comment:** None. Mike Shelburne, member of public attending introduced himself.
3. **Approval of Minutes of Prior Meeting:** March 2016 Minutes approved.

**4. Administrative and Other Issues:**

- ITAC Leadership Strategic Goal Session with DTS. The Chair, Vice Chair, Jack Belcher, Rob Billingsley and Holly Hartell met since the March ITAC meeting to discuss technology strategic goals for DTS and the County. Decided that Holly Hartell should report on DTS initiatives and innovations on a regular basis.
- The Joint Commission meeting with Board Chair, Libby Garvey, April 11, included representatives from all the Commissions where Ms. Garvey is Board Liaison, such as: Aging, Planning, Parks and Recreation, and Economic Development. The purpose of the meeting was to encourage communications and cross-fertilizations.

**5. DTS Strategic Directions (Holly Hartell, DTS )**

- Ms. Hartell came to the County in 2008 after working as a consultant in the development of the County's Enterprise Resource Planning (ERP) system. She then became involved as a business relationship manager, working to understand and cultivate strategic directions and what County departments need. She is also working to make sure the departments and DTS are on the same page. Ms. Hartell is interested in hearing from ITAC on what's important regarding technology for the County. The ITAC members present introduced themselves to Ms. Hartell.
- Additional discussion addressed the growth of the Internet of Things and several examples were described, such as mounting sensor onto football players to determine effects of impacts experienced during a game. The importance of 3D printing as a facility in County Libraries, as well as other forward looking apps were also discussed.
- The members were also concerned about the process of being informed about IT concerns, priorities, etc. and requested that Ms. Hartell return to provide information on key projects and CIP funding requests to implement them.

**6. Legislative and Regulatory Update: (Mr. Jazzo)**

- Verizon will have a 5Gfixed wireless pilot program up and running in 2017.
- The National Telecommunications and Information Administration (NTIA) is seeking comment on the government's role in encouraging the growth of Internet of Things (IoT).
- Google and AT&T have indicated that cities wishing to attract a gigabit fiber network, must first do their homework, including digitizing infrastructure records.

- Arlington County has joined the Google Connected Citizens Program, which is a data sharing program to improve traffic conditions and transportation infrastructures in cooperation with Waze.
- At its March 2016 meeting, the FCC adopted rules which restructure and modernize the Lifeline program to connect low-income Americans to broadband, and strengthen program oversight and administration.
- Also at its March meeting, the FCC adopted a Notice of Proposed Rulemaking seeking comment on a proposed framework for ensuring that consumers have the tools they need to make informed choices about how their data is used and when it is shared by their broadband providers. The ITAC discussed how to forward their concerns to the FCC. Rob Billingsley offered to investigate what procedures are available for ITAC to comment on regulatory matters directly or indirectly.

7. **Cable Administrator's Report:** (Billingsley)

- Negotiations for a renewal of the current Comcast Franchise Agreement are actively going forth, and discussions are moving issues more rapidly. The parties do not expect to complete discussion before the current expiration date of June 30, 2016. An extension of the agreement will be offered to the Board at the June meeting.
- Verizon has provided data on the Verizon FiOS buildout is still around 95% completed, with 5% remaining to be built by June 30, 2016.
- Billingsley also reported that at least two or three of the home owners associations in Fairlington have been actively meeting with Verizon and taken initial steps to bring service to their buildings.

8. **Good of the Order:** None.

9. **Adjournment:** ITAC adjourned at 8:50 pm.