

## MEETING MINUTES

### INFORMATION TECHNOLOGY ADVISORY COMMISSION

(ITAC)

April 26, 2017

7:30 pm

Arlington County Courthouse Building

Room 311

2100 Clarendon Boulevard

Arlington, VA

#### In attendance:

##### Chair:

Frank Jazzo

##### ITAC Members Present:

Mary Crannell, Vice Chair

Phil Caughran

Joshua Farrar

Denise Haskins

David Husband

William Lang

Dan Laredo

Martha Moore

Anita Nolen

Kevin Robins

Patrick South

##### Members Not Present:

Ken Cohn

##### County Staff:

Jack Belcher, CIO

Holly Hartell, DTS (Digital Destiny)

George Parr, Cable Administrator

##### Cable Franchise Representatives:

Louise Anderson, Verizon

Marie Schuler, Comcast

##### APS Representative:

Matt Smith

ITAC Meeting Minutes  
April 26, 2017  
Continued - Page 2

1. Meeting Called to Order and Adoption of Agenda - Adopted
2. Public Comment - None
3. Approval of Minutes from March 22, 2017.
  - Prior to approval the question was asked regarding past Board action to note in meeting minutes when "Members Not Present" are excused ahead of time. Chair Jazzo said ITAC charter limits number of unexcused absences to three in a calendar year. Members can notify either Mr. Jazzo or staff coordinator George Parr if they plan to miss a meeting.
4. Introduction of New ITAC Board Members: Denise Haskins and Patrick South
5. Administrative and Other Issues:
  - APS and ITAC Collaboration - APS Representative Matt Smith and Chair Jazzo discussed holding joint ITAC and APS meetings that are "of the whole" or a select working group. APS meetings end with the school year in June and resume with the beginning of the school year in September. It was agreed that an effort will be made to schedule a meeting of the whole in September.
  - There was discussion about the types of citizen committees advising the APS Superintendent. APS's Matt Smith said that the Superintendent's advisory committee on technology has been focused on personalized learning. There are a number of issues facing the committee such as balancing the divergent opinions of parents; i.e. some who do not want to include gaming as a teaching method while others value its inclusion as a learning tool. The logistics of students using a learning device at home and in the classroom is a challenge for administrators when each student's home learning environment is unique due to what each student's parents deem appropriate for their child. (A list of APS advisory committees is listed on the APS web site.)
  - Other topics for discussion regarding APS included the Arlington Tech Career Center and instituting curricula focused on developing skills to enter the work force. It was noted that many APS students gain valuable experience by interning at businesses located in Arlington. (Arlington County Government has benefitted from such project based learning as APS student interns have collected valuable data used to make informed policy decisions)

## ITAC Meeting Minutes

April 26, 2017

Continued – Page 3

### Administrative and Other Issues: (continued)

- Several ITAC board members said they know of internship opportunities for APS students through their respective workplaces and asked whom at APS they should contact. Matt Smith said he would provide a contact name at the clearinghouse APS established to coordinate internships.
- There was discussion concerning ITAC's letter dated April 11<sup>th</sup> to the County Board in support of DTS's FY 18 budget request, which stressed the need for more collaboration between APS and ACG. DTS CIO Jack Belcher said there are a number of examples of APS and ACG working together, such as the shared high speed fiber transport route to Equinox in Loudoun County. Mr. Belcher said such multiplexing achieves economies of scale by reducing costs. He added that because the fibers are not comingled, APS is able to maintain its E Rate status. Mr. Belcher added that APS and ACG will benefit from sharing data that each collects, an effort led by the creation of an Open Data Commission.
- In response to a question regarding the County's choice of a content managers, Mr. Belcher said such selections were made before rapid changes in technology brought about the Cloud. He said it's a constant challenge for APS and ACG to stay current as each must constantly refresh its infrastructure. As Mr. Belcher noted, "The life cycle of systems gets shorter and shorter due to the software revolution in the past ten years."
- Mr. Belcher said that there's an effort to reduce the digital divide by bringing free high speed internet to Arlington's affordable housing via ConnectArlington. DTS is working with AAPA and APS to provide free gigabit wireless service to the tenants who reside in Arlington Mill's affordable housing units.
- Discussion followed a question about ITAC's role in reviewing the disbursement of PEG (capital) funds to the three PEG channels. In the past PEG funds were divided equally among the three PEG channels while a

lesser portion was designated for ConnectArlington. Per the County Manager, the process each PEG channel will follow is the same for all County departments. That means each will submit a budget request to be reviewed by DTS and the County's Department of Management and Finance (DMF), who will send their budget recommendation to the CMO for inclusion in his or her budget proposal to the County Board. A priority for the CMO is to find areas of synergy where savings can be realized through the three PEGs sharing facilities and/or equipment.

- Discussion took place concerning the County's emergency preparedness and its ability to respond in the event of a natural or man-made disaster. One concern expressed: the arrangement between the County's Office of Emergency Management and Arlington Independent Media (AIM) for the former's use of AIM's radio station (WERA-AM) to broadcast during an emergency. OEM Director Jack Brown and EPAC chair Kim Klingler have been invited to attend ITAC's May meeting to discuss Arlington County's emergency preparedness and have accepted. (OEM published two documents in April concerning its policies and operations during an emergency affecting Arlington's residents, workers and visitors. An electronic copy of each was sent to ITAC Board members). Jack Belcher said Arlington is working with the City of Alexandria to assure each jurisdiction's call center backs up the other in the event of an outage.
- County Department of Human Resources Director Marcy Foster will attend ITAC's June meeting to discuss ACG's telework program. Chair Frank Jazzo said the executive director of the Wireless Infrastructure Association, former FCC commissioner and Arlingtonian Jonathan Adelstein has offered to attend a future ITAC meeting to discuss broadband deployment and infrastructure. George Parr and Comcast liaison Marie Schuler will schedule a tour of the new Xfinity store at Courthouse and Clarendon prior to either the July or August ITAC meeting.

6. Regulatory & Legislative Update: ITAC Chairman Frank Jazzo

- FirstNet has awarded to AT&T the contract to build the nationwide wireless broadband public safety network.
- The FCC Broadband Deployment Advisory Committee (BDAC) has been named and held its first meeting.
- The FCC adopted a Notice of Proposed Rulemaking (NPRM) to examine how state and local processes affect the speed and cost of broadband infrastructure deployment.
- Verizon announced it is offering FiOS gigabit services in Washington, D.C.
- Virginia signed small-cells wireless siting legislation into law.
- Arlington received the National Planning Achievement Award for community based planning and smart growth.
- Comcast announced its Xfinity Mobile wireless product, which will combine Verizon's 4Gcellular network with Comcast's 16 million WiFi hotspots.

7. Cable Administrator's Report (George Parr/Jack Belcher/Holly Hartell)

- Digital Destiny: Holly Hartell announced that the Digital Destiny program took place on Friday afternoon, April 28th and was simulcast at Sequoia 1, Arlington Mill and Walter Reed Senior Center. The topic was "How Can Technology Help Older Arlingtonians Age Independently". Based on the response and attendance (about 100 at Sequoia), the program was a great success.
- ConnectArlington Update: All fiber is now in the ground and being tested, which is a time consuming process. To expedite the process, APS is laying conduit from each school to the street where the two conduits, each containing 144 strands of high speed fiber, are located. Nearly all of the work is now located in the North and West parts of the County.
- Marymount University licensed ConnectArlington fiber to connect their two campuses located on Glebe Road. Marymount's use of fiber where 144 strands are located required going to the County Board for approval to change the definition of "Excess Fiber" in the Master License Agreement. A number of NDA's had been signed with small carriers that are prospective licensees.
- There was a question regarding where revenue from ConnectArlington goes. While it was thought the income goes to the County's General Fund, an exact answer will be provided at next meeting.
- The Comcast Franchise Agreement had one issue to resolve before it could be signed by the CMO and made effective from that date.

8. Good of the Order

9. Adjournment – 9:30

