

APPROVED

A regular meeting of the Albemarle County Broadband Authority was held on December 6, 2022. The meeting was held in room 241 of the Albemarle County Office Building located at 401 McIntire Road.

PRESENT AND ATTENDING REMOTELY: Mr. Bucky Walsh, Mr. Waldo Jaquith, Ms. Donna Price, Mr. Jim Andrews, Mr. Trevor Henry, Mr. Bill Fritz

ABSENT: None

Also Present: Mr. Richard DeLoria (Senior Assistant County Attorney), Mike Culp (Director of Broadband Accessibility and Affordability Office) and Jason Inofuentes (Program Manager, Broadband Accessibility and Affordability Office)

Agenda Item No. 1. Establish Quorum and Call to Order.

Mr. Walsh established a quorum and called the meeting to order at 5:00 p.m.

Agenda Item No. 2 Approval of Agenda

Mr. Andrews **moved** to approve the agenda.

Mr. Walsh **seconded** the motion.

The motion was **approved** unanimously.

Agenda Item No. 3 Brief Announcements from the Board

There were no announcements.

Agenda Item No. 4 Public Comment

Jack Maxwell stated that the Verizon outage in Scottsville has been resolved.

Agenda Item No. 5 Approval of September 28, 2022, and October 26, 2022, Meeting Minutes

Mr. Walsh stated that these minutes were not completed.

Mr. Walsh **moved** that the draft minutes be published when available.

Mr. Andrews **seconded** the motion.

Mr. Fritz verified that only the draft September 28 and October 26 minutes were to be published.

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The motion was **approved** unanimously.

Agenda Item No. 6 Old Business

Agenda Item No. 6a VATI 2021 Update Corrective Action Plan and Letter of Findings Response

Mr. Culp introduced Mr. Richard Schollmann from Brightspeed.

Mr. Schollmann shared a PowerPoint presentation. (Attached to these minutes)

Mr. Schollmann stated in an effort to manage expectations that Brightspeed is telling people to wait until they hear from the company to submit an order for service. Mr. Schollmann noted that the process for sign up and schedule of work is discussed during the webinars.

Mr. Walsh noted that the math for the 2021 take rates does not appear to be accurate.

Mr. Culp stated that the number of escalations appears to be increasing but the number is not that great. Mr. Culp noted that this is likely due to customers that had been using Beam. This is not a VATI issues and that prior to the recent increase the number of escalations had been going down.

Ms. Price noted that the number of people contacting her directly has decreased.

Mr. Jaquith asked if Brightspeed will be able to have 1,200 additional passings by the end of December.

Mr. Schollmann stated that an exact time when the project will be done can't be given. Mr. Schollmann clarified that it will be done by March 31st and that DHCD has stated they will not extend the deadline. Mr. Schollmann stated that Brightspeed wants to do additional VATI projects and if they don't meet the VATI deadlines, they may not be given additional grants.

Mr. Jaquith asked when a schedule for completion would be shared.

Mr. Schollmann stated that they usually know a week or two out when construction will be completed. This is followed by testing. A firm schedule is available a few weeks out not months out.

Mr. Walsh asked if anyone had concerns about the letter to DHCD.

No members stated a concern.

Agenda Item No. 6b VATI 2022 Update

Mr. Culp shared a PowerPoint presentation. (Attached to these minutes)

Mr. Jaquith stated that the website is very good and that he was impressed that they are going to start

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making connections in the spring.

Agenda Item No. 6c VATI 2023 Planning

Mr. Culp shared a PowerPoint presentation. (Attached to these minutes)

Mr. Inofuentes stated that if ABBA is not successful the Broadband office is looking for funds that may allow the County to fund parts of the project.

Agenda Item No. 6d ABBA Financial Report (Appendix A)

Mr. Henry stated there was no change from last month. Mr. Henry asked if the report could be placed on future consent agendas if there were no changes.

Mr. Walsh stated that it could and that the necessary steps to amend the rules could be done at a future meeting.

Agenda Item No. 6e Broadband Accessibility and Affordability Report

Mr. Inofuentes shared a PowerPoint presentation. (Attached to these minutes)

Agenda Item No. 6f ABBA Strategic Plan Approval

Mr. Walsh stated that the plan had been updated since the last meeting to reflect changes in the Board of Supervisors strategic plan.

Ms. Price asked about the discussion on the last page of the Strategic Plan discussing limited-service provisions that contemplate the County being a provider.

Mr. Walsh stated that this allows the County to provide service where no other options exist and would be a last resort.

Mr. Henry stated that he would like to invite the schools to give an update on their efforts at a future meeting.

Mr. Walsh **moved** approval of the Strategic Plan.

Ms. Price **seconded** the motion.

The motion was **approved** unanimously.

Agenda Item No. 7 New Business

Mr. Henry verified that the Board should take an action on the Corrective Action Plan response to DHCD.

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Mr. Henry **moved** authorize the Chair to sign the Corrective Action Plan response to DHCD.

Ms. Price **seconded** the motion.

The motion was **approved** unanimously.

Agenda Item No. 11 Adjourn

Mr. Walsh **moved** to adjourn.

Mr. Jaquith **seconded** the motion.

The motion was **approved** unanimously.

The meeting adjourned at 6:02 p.m.

				Update: 11/29/2022
4-4300-91097-491097-950030-9999 (EXPENSE CODE) + ARPA 5301 Fund				
BROADBAND INCENTIVES>ALBEMARLE BROADBAND AUTHORITY + ARPA Funding				
	Fund Balance	Commitment/ Projected Expenses	Paid Expenses	Remaining Project Funds
Current FY23 Balance (includes \$4.5mil in ARPA Appropriation, \$4.37mil of that for VATI 2022)	\$5,461,300.00			
VATI 2020 Project at 8 locations Commitment (PO 2021-7747 CenturyLink)		\$291,300.00	\$291,300.00	\$0.00
Administrative Fee for DHCD VATI 2020 Award 1% of \$291,300		\$2,913.00	\$2,913.00	\$0.00
Administrative Fee for DHCD VATI 2021 Award 1% of \$2,276,110		\$22,761.10	\$22,761.10	\$0.00
Administrative Fee for ARPA Appropriation 1% of \$4,500,000		\$45,000.00	\$45,000.00	\$0.00
VATI 2021 Project Commitment Brightspeed: Payment on Hold		\$640,000.00	\$0.00	
VATI 2022 Project Commitment TJPDC/Firefly: Awaiting request for first payment		\$4,368,000.00	\$0.00	
	\$91,325.90	\$5,369,974.10	\$361,974.10	\$91,325.90



Albemarle Broadband Authority

December 6, 2022



Agenda

1. Establish Quorum and Call to Order
2. Approval of Agenda
3. Brief Announcements by Authority Members
4. Public Comment
5. Approval of September 28, 2022 and October 26, 2022 Meeting Minutes (delayed)
6. Old Business
 - a. VATI 2021 Update
 - i. Corrective Action Plan and Letter of Findings Response
7. New Business
 - b. VATI 2022 Update
 - c. VATI 2023 Planning
 - d. ABBA Financial Report (Appendix A)
 - e. BAAO Report
 - i. Affordable Connectivity Program (ACP) Bridge
 - ii. Regional Digital Equity Plan (RDEP)
 - f. ABBA Strategic Plan Approval
8. Adjourn



VATI 2021 Update

- Rosemont and Taylor's Gap tranches have launched and construction continues in the Murray Ln tranche
- Stony Point has been divided into three tranches (Eastham, Stony Point, Bell's Store) and construction is ongoing in all tranches
- Trunk line capacity is being extended from Polo Grounds Rd.



VATI 2021 Update

Last updated: November 28, 2022

Project Area	Ordered Service	Pending	Active	Passings	Estd. Take Rate
Jones Mill	30	9	21	57	49%
Old Garth	5	1	4	6	83%
Tilman/Meriwether	32	4	28	48	58%
Snow Hill Ln	17	1	16	71	21%
Gilbert Station	25	1	24	46	48%
Advance Mills	44	7	37	122	34%
Milton Hills	44	20	24	172	44%
Taylor's Gap	45	33	12	233	19%
Total	242	76	166	755	32%



VATI 2021 Update

- Guidance to residents moving forward will include when construction has commenced and when orders can be placed



VATI 2021 Update – CAP Response

- The DHCD Letter of Finding focused on two conditions to address:
 - *Missed installations and failure to communicate process*
 - *Failure to restore property*
- Brightspeed prepared a corrective action plan which was approved by ABBA and DHCD



VATI 2021 Update – CAP Response

- The CAP provided the following actions in response to the Letter of Finding
 - *Eliminating the Buried Site Check, and providing temporary surface lines to be buried at a later date*
 - *Improving communications with residents*
 - *Ensuring contractors address property restoration issues*



VATI 2021 Update – CAP Response

- ABBA members have received tracking documents regarding missed installations and property restoration issues
- Summary statistics are included:

Escalation Stats	
# of Total Escalations:	61
# of Closed Escalations:	49
# of Open Escalations:	12
# of Drops Outstanding:	10
# of Customers Ready for Installation:	2



VATI 2021 Update

- ABBA members have also received a narrative response from Brightspeed
 - “Since implementing the process, we have seen fewer communications issues and customers are getting their service installed sooner.”
 - “Adding a director-level Brightspeed employee with responsibility only for Virginia has allowed for more focus on resolving issues and escalating issues as needed.”
 - “Brightspeed has added, and will continue to add, additional workforce on the project in both employees and contractors to better meet customer expectations.”



VATI 2022 Update

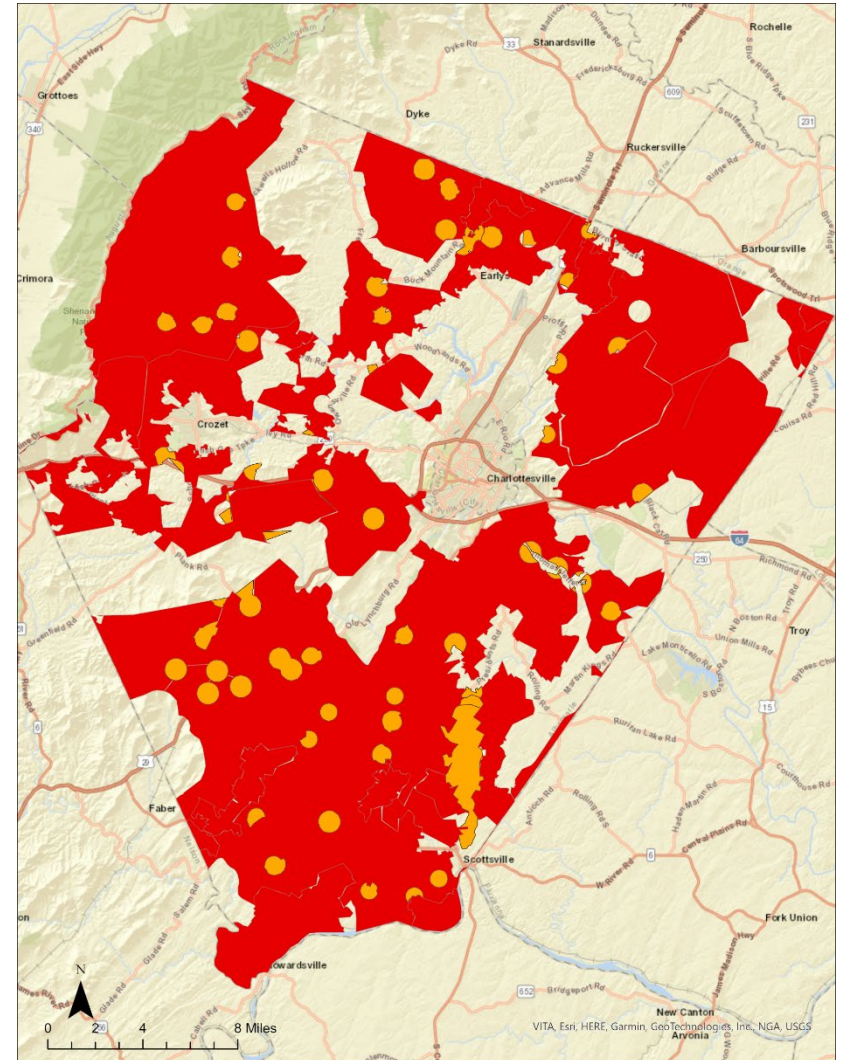


- Dominion is currently expanding its middle mile infrastructure in Albemarle County
- Make-ready work continues in the AEP and REC areas
- Firefly expects to make connections in the AEP and REC areas in Spring 2023
- Firefly announced a new project tracking page for Albemarle: [Partners-Albemarle - Firefly Fiber Broadband \(fireflyva.com\)](https://fireflyva.com)



VATI 2023 Application

- 1,575 Passings
- Projected total budget of \$8.8M
- VATI Request: \$3.6M
- BAAO Match: \leq \$440,000
- Awaiting Award Decision





ABBA Financial Report

Update: 11/29/2022

4-4300-91097-491097-950030-9999 (EXPENSE CODE) + ARPA 5301 Fund

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BAAO Report

- Affordable connectivity Program (ACP) Bridge
- Regional Digital Equity Plan (RDEP)



ACP Bridge

- \$20 per month supplement to the FCC's Affordable Connectivity Program
- Has launched with our first provider partner: Comcast
- Projections suggest over 350 households to be served by initial cohort
- Launch event planned for this winter
- BAAO continues to seek additional partners

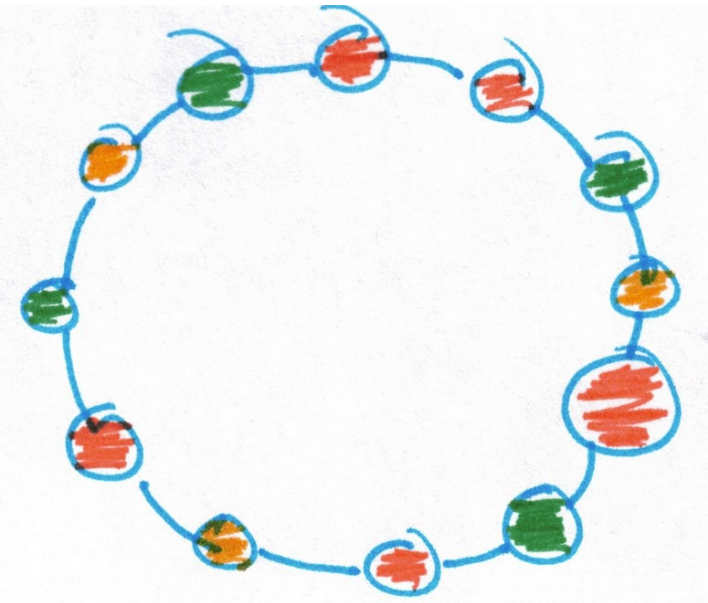
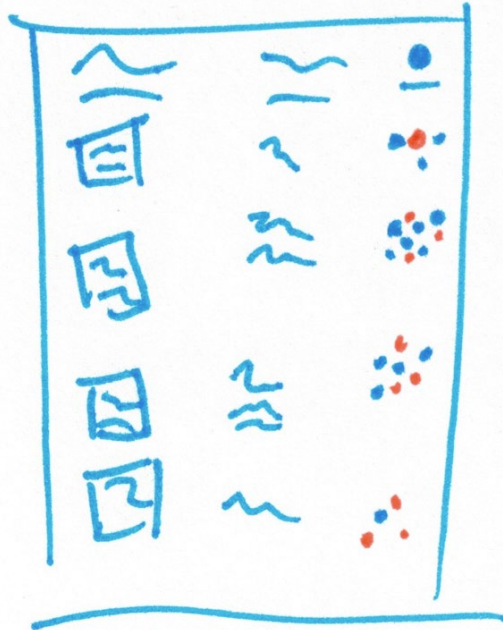


ACP Bridge

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Regional Digital Equity Plan

November 30th, 2022



RDEP

Planning Activities in Spring

Qualitative Methods Cohort

- Organizing and preparing questions for focus groups
- Executing on several focus groups with ~3 cohorts
- Analyzing and reporting out on focus group results

May delivery of report

Quantitative Methods Cohort

- Organizing and preparing questions for possible surveys
- Doing demographic analysis and needs assessment based on speed test/sentiment survey data
- Reporting out on analysis

May delivery of report

RDEP

Digital Durham



“[F]ounded in the spring of 2016 by two librarians and a public school teacher who wanted to bring attention to the digital divide in our community.”

Welcome to Gwenn Weaver and Jennifer Etheridge

ENVISIONING A DURHAM WHERE
EVERYONE IS EQUALLY ENGAGED IN THE
DIGITAL WORLD

ABOUT US

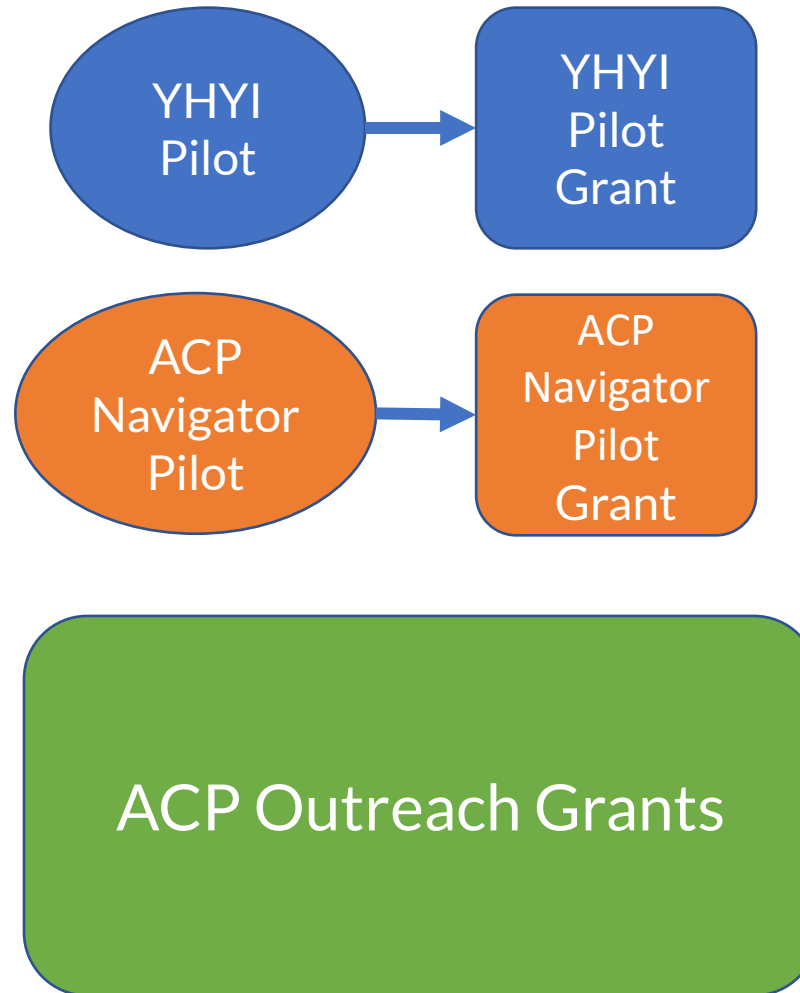
Digital Durham promotes digital inclusion throughout Durham, North Carolina by advocating for reliable, affordable internet access and computing devices, along with digital literacy training.

RDEP

YHYI/ACP OUTREACH GRANTS

Five programs and three grants with \$70 Million in funding available across 200-400 awardees.

BAAO will serve as primary applicant, and will reach out to partners



Pilots provide access to National Verifier, decreasing sign-up time from hours to minutes

All applications due by January 9th, 2023



ABBA Strategic Plan Approval



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