KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
BROADBAND AND ADVANCED TECHNOLOGY COMMITTEE MEETING
MINUTES
January 9, 2017
Kandiyohi County Health & Human Services Building, Willmar

Present: Mark Boeschen, Travis Bonnema, Donna Boonstra, Dean Bouta, Kathy Dillon, Larry Kleindl, Brian Mort, Les Nelson, David Sisser and Donn Winckler

Excused: Bruce DeBlieck, Scott Froemming, Larry Handlin and Michelle Marotzke

Staff: Connie Schmoll, Business Development Specialist

Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc. (*LAA*)

Chairperson Dean Bouta called the meeting to order at approximately 12:00 p.m.

MINUTES—

IT WAS MOVED BY Donn Winckler, SECONDED BY Donna Boonstra, to approve the minutes of the December 5, 2016 meeting as emailed. MOTION CARRIED.

REPORTS—Donn Winckler created a list of all of the recommendations by the Governor's Task Force on Broadband from its December 2016 Annual Report (see attached). The state has a strong focus on utilization of broadband, including in schools and libraries. Subsidies for low-income people to obtain broadband was also a recommendation, including a strong recommendation for a computer donation program. It was noted this committee also plans to look at a local computer donation program.

Winckler reported he mentioned the state's housing development recommendation to the Vision 2040 housing subcommittee. Mark Boeschen reported a business constructing in the Willmar Industrial Park was surprised to find there is no broadband in the shovel-ready site. Chairperson Bouta stated a meeting was held with local providers when the Industrial Park was done and the road to Jennie-O Turkey Store was moved, but the providers were not interested in coordinating installation of broadband. It was noted providers will not use pre-existing conduit as they want their own. The state is promoting the dig once policy. Larry Kleindl stated when Kandiyohi County redoes a road, they contact all providers, which generally do nothing.

UNFINISHED BUSINESS

Border-to-Border grant application. Connie Schmoll reported she has been contacting the state, which hoped to have the broadband grants awarded by the end of the year, but nothing has been received as of today. The state received 62 applications from more than 30 counties. Nineteen locations on Kandiyohi County's grant application were challenged by incumbent providers. Schmoll has contacted other providers and Gardonville Cooperative Telephone Association is interested in doing a grant application in 2017 for a small project. Gardonville would be interested in coming to a committee meeting. New Ulm Telecom is interested in plowing to particular businesses. CenturyLink is ready to start its project soon. It will add 400+ residents and businesses, however, it was noted copper will be used and the service is DSL. It was noted that if an incumbent contested the grant application, it must meet the state's broadband requirements.

NEW BUSINESS

Meeting with Rep. Dave Baker. Chairperson Bouta reported he, Kleindl, Donna Boonstra and Schmoll met with Baker about the opportunity given to incumbents to contest grant applications, requesting continued and long-term funding for broadband. The Minnesota Broadband Alliance also contacted Rep. Baker requesting he support broadband funding of $100 million. It was noted Rep. Baker supports the incumbents being allowed to contest the grant applications as it got them to the table and more homes will now have internet soon, however, this committee feels the technology that will be installed by the incumbents is outdated. Rep. Baker informed the group there weren't enough legislators willing to change the incumbent language. The committee is concerned that this will create pockets of areas with service and disappointed that the language allows the incumbents to not do anything for two years and that they are allowed to install old technology. Rep. Baker asked this committee to be willing to look at other technology—a provider is pushing wireless in the legislature. Fixed 5G wireless is available, but the distance is no good and bandwidth is not available. Schmoll reported WildFire 5G is installing its technology in Willmar using UHF towers. The committee agreed to invite Kody Aasen to the February meeting to talk about WildFire 5G. Schmoll spoke with Jacki Anderson, the new representative in Collin Peterson's Willmar office, who is a proponent of broadband and willing to support local broadband. Joanne Hovis told Schmoll to watch for any broadband efforts after President Trump is in office. Schmoll reported she is meeting this week with Rep. Andrew Lang to make sure he is aware of this committee and representatives are willing to testify, if needed.

Membership. The committee is in favor of Kody Aasen joining the committee, if he is not associated with a provider. Aasen's role with WildFire 5G will be clarified.

Small group reports. The small group reports on Adoption, Community Toolkit/Stakeholders, Legislative Contacts and Marketing were distributed (<u>see</u> attached). Boeschen stated he was contacted by PCs for People and was used by them when the give away was held at the Willmar Jr. High. PCs for People has a program in place to give away computers, but there has been no local representative. Kleindl noted Kandiyohi County recycles computers every three

years, but they are required to destroy them. Boeschen will obtain a contact for PCs for People and Winckler will check with the Area Agency on Aging on its programs. This committee will begin laying the groundwork to keep moving forward with a new project. It is not believed that CTC will work on another grant for Kandiyohi County, however, Federated Telephone Cooperative is showing interest again.

Committee members volunteered to work on the following project areas:
> Adoption–Mark Boeschen, Travis Bonnema, Dave Sisser and Donn Winckler
> Community Toolkit/Stakeholders—Dean Bouta and Connie Schmoll
> - • Bouta and Schmoll will work with all vendors and legislators and asked if others should be included. Membership in the Minnesota Broadband Alliance is approximately $7,000 per year. Kleindl stated the Association of Minnesota Counties has a lobbyist for broadband.
> - • Need to keep working on stories from individuals, who do not have service.
> Legislative Contacts—Donna Boonstra, Larry Kleindl, Brian Mort and Les Nelson
> Marketing—Mark Boeschen, Kathy Dillon and Michelle Marotzke (will be asked)
> - • Need to educate people about the need for broadband.
> - • Broadband is not on rural legislators' radars.

Each project area was asked to identify two to three topics they can start to address now. The next committee meeting will focus on the project areas and brainstorming. It was suggested the project areas have a work session every other month during the committee meetings.

Chairperson.

IT WAS MOVED, SECONDED AND CARRIED to re-elect Dean Bouta as chairperson.

Other. Winckler reported Meeker County is creating a broadband committee. Renville County has not met as a group, but has discussed what it should do.

ADJOURNMENT—There being no further business, the meeting was adjourned at approximately 1:15 p.m.

NEXT MEETING—The next meeting is **12 noon, February 6, 2017**, at the Kandiyohi County Health & Human Services Building, Willmar.

Recommendations from December 2016 Annual Report – Governor's Task Force on Broadband

Recommendation
Provide $100 million in on-going biennial funding for the Border-to-Border Broadband Development Grant Program.

Recommendation
Build computer donation partnerships between state agencies and community-based organizations already getting computers into the hands of those who need them. The State could stimulate the effort by encouraging others, especially local governments, to donate their surplus computers to community partners. Working through the OBD, the State could provide information on organizations that refurbish computers securely and on opportunities to both donate and receive computers.

Recommendation
The State should modify the Telephone Assistance Program that provides a $3.50 discount to local phone service for low-income households by better aligning it with the National Lifeline program, which provides $9.25 subsidy ($34.25 in tribal areas) to qualifying households to offset the cost of broadband.

Recommendation
Fully fund the Telecommunications Access Equity Aid by raising its cap. This program offsets the cost of Internet access for schools participating in the federal E-Rate program.

Recommendation
Support continued funding of Regional Library Telecommunications Aid (RLTA) at $4.6 million over FY2018-19, as recommended by the Minnesota Library Association. RLTA offsets the cost of Internet access for libraries participating in the federal E-Rate program. Cost coverage through E-Rate is incomplete and generates a funding gap between E-Rate payment and actual expenses; RLTA fills this gap.

Recommendation
Establish a legislative cybersecurity commission, whose scope of work includes information-sharing between policy-makers, state agencies, and private industry related to Minnesota's cybersecurity infrastructure, cybersecurity workforce issues and emerging technology, to develop legislation to support and strengthen Minnesota's cybersecurity infrastructure.

Recommendations
Take action to promote and communicate dig once policies, including development and dissemination of best practices and model policies to state agencies and other stakeholders. Assure that agencies with construction oversight, construction funding, and land stewardship responsibilities ensure that they lead by example in implementing "Dig Once" policies which encourage broadband competition and deployment, including planning, joint use, construction and notification.

Recommendation
Continue to monitor advancing telecommunications technologies with an eye towards encouraging ongoing stakeholder dialogue as to those regulatory responses that would balance the desirable but sometimes seemingly conflicting goals of increasing capital investment in broadband and assuring adequate access, consumer protection and public safety in Minnesota.

Recommendation
Amend building codes to require that multi-tenant housing units funded with public dollars deploy cabling (such as category 5/6 or multi-mode fiber) that supports easier management of broadband connectivity.

Recommendation
Allocate $10 million in FY2018-19 to provide the Office of Broadband with operating funds to implement a broadband adoption and use program; implement a "Dig Once" policy; provide specific funding for mapping services; support the Broadband Task Force; coordinate information resources and outreach and engagement activities; support statewide broadband planning, among other tasks.

EDC Broadband and Advanced Technology Committee

Small Group Report

Project: Adoption

1. How does this project have potential to impact access to high-speed broadband for all of Kandiyohi County?

    Expansion of broadband users created by adoption measures will provide a larger market to attract providers to expand. Successful grant applications often want to see inclusion/adoption as part of an overall application and community plan. The more people that participate in broadband, better is the mechanism for its usefulness. There is a basic fairness issue that no person should be left behind in using this technology.

    The group discussed the key groups that make up the majority of those needing adoption are: the elderly, low income and new immigrants. Others?

2. Name 2–3 tasks that the group feels should be the primary focus:

    A) Research what is currently being done in the County in terms of adoption. Does KandiComp Computer Sales and Service still take on the PCs for People Activity? What, if anything, is provided by Community Education, the Library, the schools, the Area Agency on Aging, etc.? Can we help market programs currently operating? What gaps/needs are there?
    B) What are some projects that can give the most bank for the dollars spent? What are other areas doing with increasing adoption?
    C) Any adoption into computer use and broadband will need to include providing education, etc. with online protection. Reaching out to others beyond this committee would be necessary.

3. What structure and timeline could be implemented to move forward on the selected tasks?

    The first task of learning what is being provided could be done as a fairly quick first step. Brainstorm who and what to ask. Ask those who currently help with adoption questions on who is being served, and are they reaching their intended audience as much as they would like? What else do they see as needed? Is there something this Committee can do to assist them?

    The next step in filling determined gaps would be much more complicated and likely would need resources to provide the added adoption type services.

EDC Broadband and Advanced Technology Committee

Small Group Report

Project: Community Toolkit/Stakeholders

1. How does this project have potential to impact access to high-speed broadband for all of Kandiyohi County?

    For funding and for promoting further deployment.

2. Name 2–3 tasks that the group feels should be the primary focus:

    A) Study resources.
    B) Learn from Joanne Hovis.
    C) Hire a consultant.

3. What structure and timeline could be implemented to move forward on the selected tasks?

    Decide next month.

EDC Broadband and Advanced Technology Committee

Small Group Report

Project: Legislative Contacts

1. How does this project have potential to impact access to high-speed broadband for all of Kandiyohi County?

   Continue to fund the grant.

2. Name 2–3 tasks that the group feels should be the primary focus:

   A) Continue funding.
   B) Create an Economic Justice Tax.
   C) Kill roadblocks.
   D) Work on a Legislative Summit.

3. What structure and timeline could be implemented to move forward on the selected tasks?

   Policy on "dig once."

EDC Broadband and Advanced Technology Committee

Small Group Report

Project: Marketing

1. How does this project have potential to impact access to high-speed broadband for all of Kandiyohi County?

   A) Getting the buy-in of voters and potential customers.
   B) Promote the "greater good;" get all to care, not just those affected.
   C) We are behind and do not know it
      a. Educating legislators and public—level playing field/regulations.

2. Name 2–3 tasks that the group feels should be the primary focus:

   A) Identify barriers (regulations).
   B) Identify opportunities.
   C) Quick message.
   D) Brand the initiative.

3. What structure and timeline could be implemented to move forward on the selected tasks?