

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 6, 2023

Broadband Working Group

1. Call to Order

Meeting was called to order by Fitzgerald at 10:30 a.m.

2. Roll Call

Broadband Working Group Members present: Curtis Backlund, Joan Fitzgerald, Matthew Foelker, Jeff Johns, Robert Preuss, Amy Rinard

Broadband Working Group Members excused: Richard Jones

Others Present: Ben Wehmeier, County Administrator; Ken Baehler, Bug Tussell; Brian Udovich, Highway Department.

Others Present via ZOOM: Sarana Stolar, Corporation Counsel; Gene Dalhoff, MadRep; John Donohue

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the Open Meetings Law

4. Communications

None

5. Public Comment

None

6. Approval of the May 16, 2023 Broadband Working Group minutes

Draft minutes were provided for review.

Motion by Backlund/Foelker to approve the May 16, 2023 Broadband Working Group minutes as printed. Motion passed 7-0.

7. Approval of the agenda

No changes were made.

8. Discuss vision, goals, priorities and planning

Wehmeier provided a draft of the vision and goals for review.

Vision and Goals

- Vision – Jefferson County will have best of class solutions that provides access and affordable broadband for residents, workforce, businesses (to include agribusiness), educational entities, health care, non-profits and local government that facilitate equal opportunities to compete as a region of choice.
- Goals – Jefferson County will work in partnership with stakeholders to accomplish the following:
 - Provide access to information for service availability and affordability
 - Work with partners to continue to identify gaps in service and cooperatively work on funding opportunities to accelerate service expansion (continuous gathering)
 - Continue efforts to develop ease of doing business in build outs – changing technology
 - Work with partners from providers and educational entities for technology education (facilitation)
 - Continuous feedback – changing technology and infrastructure to support – continuous improvement

Proposed Bead Budget - \$20,171.15

- Promotion/Marketing of data collection and surveys - \$1,171
 - Social media pushes
 - Potential postcards
- Data collection of providers in county; develop resource tool kit of information to include subsidized programs for broadband access – County Website \$4,500
 - Potential consulting time for data collection
 - Upgrade to website if needed
- Gap analysis – greater in-depth review of current and planned projects with ISP to identify primary gaps and ISP to partner with to fill gap; update GIS layers as able to - \$14,500
 - Primarily consulting time to review data
 - Potential assistance for GIS layers

June 14th is the date we have to have our plan in place.

No action taken.

9. **Discussion and possible action related to planning activities under the Broadband Equity, Access, and Deployment (BEAD) Planning Grants**

Proposed Bead Budget - \$20,171.15. Promotion and marketing, data collection, Gap analysis.

Motion by Backlund/Johns to approve the proposed BEAD budget. Motion passed 6-0.

10. **Update on Broadband Projects**

Wehmeier, Udovich and Dahlhoff gave state and local updates. It included an additional survey that we were asked to participate in. A toolkit is being developed by the state and will be shared when available. A map of Jefferson County projects was presented. There will be no state funding grant cycles for the next two years. No action taken.

11. **Discussion of next steps**

The next Broadband Working Group meeting is scheduled for July 27th at 2:00 p.m. at the Highway Department. Develop timeframe to complete the tasks. No action taken.

12. **Adjourn**

Motion by Backlund/Foelker to adjourn at 11:15 a.m. Motion passed 6-0.