



OKLAHOMA
Broadband
Governing Board

OKLAHOMA BROADBAND GOVERNING BOARD

Minutes of Special Meeting

10:00 a.m. on Friday, July 22, 2022

In the Auditorium of the OSU Hamm Institute for American Energy
300 Northeast 9th Street, Oklahoma City, Oklahoma 73104

This is an Open Meeting. People may observe this meeting either in person or online.

To join the meeting online, click [here](#) or <https://tinyurl.com/yckf5fmr>.

Meeting Documents are posted at <https://www.okcommerce.gov/about-us/rural-broadband-expansion-council/>.

1. Call to Order

- Chair Fina called the meeting to order at 10:02 a.m.
- He acknowledged those joining online and reminded everyone that the meeting is being recorded.
- Members present: Katy Boren, Mike Erhart, Mike Fina, Fob Jones, Jim Meek, Matt Pinnell, Lyle Roggow, Russ Teubner. Randy McDaniel arrived at 10:09 a.m.
- Members absent: none.
- Fina recognized a quorum of the board to be present.

2. Compliance with Open Meeting Act

- The notice of this special meeting was provided in writing to the Oklahoma Secretary of State at least two (2) days in advance of the scheduled meeting. At least twenty-four (24) hours prior to the scheduled meeting, the agenda was posted prominently and publicly at the principal offices of the Oklahoma Department of Commerce building at 900 N. Stiles Ave., in Oklahoma City as well as on the Oklahoma Department of Commerce Website.

3. * Approval of Minutes of Previous Meeting(s)

- Chair Fina asked for any additions or corrections; seeing none, he called for a motion.
- **Motion 1:** Pinnell moved to approve the minutes of the previous meeting(s), as submitted. Teubner seconded.
- Roll call vote:
 - Aye: Boren, Erhart, Fina, Jones, Meek, Pinnell, Teubner.
 - Nay: None.
 - Abstaining: Roggow.
- Motion approved.

4. Opening Remarks (Chair, Mike Fina)

- Thanked for member work on committees
- Both the BEAD Letter of Intent and DEA application have been submitted.
- Welcomed guests, including:
 - Ms. Tracy Osburn & Mr. Cooper Catlege, attorneys with OMES.
 - Gen. Brent Wright, interim General Counsel for ODOC (joining online from Tulsa).
- Requested legal opinions on legislators' applying for the SBO position and on mileage reimbursement to members traveling to and from board meetings.
- Chair introduced Sonya Wall with OneNet. She introduced the Chief Information Officer for the Oklahoma State Regents for Higher Education, John Hennessey.
- Met with Sen. Roger Thompson, Sen. Chuck Hall, & Sen. Lonnie Paxton. Impatient for results & progress. Asked members to please report back to your appointing authority.
- [Mr. McDaniel arrived at 10:09]
- Attended Broadband Expansion Council meeting this Wednesday. The Council elected Dr. Brian Whitacre (professor at OSU) as chair & Roger Neal (Duncan Regional Hospital) as vice chair. Committees of Board and Council may meet jointly. Will attend Council meetings in future to keep updated.

5. Update on Broadband Director Job Posting (Edyn Rolls, for Ad hoc hiring committee)

- See slide "State Broadband Director Hiring Process"
- Working with Jake Smith at Human Capital Management division of OMES.
- 29 applicants so far.
- Posting open until August 7.
- Rigorous process; scoring metrics. HCM is assisting and screening.
- Committee will narrow down choices with phone interviews.
- Committee will bring finalist for interview by entire board.
- McDaniel clarified that the committee will bring forward its recommended candidate to the board.

6. * Discussion and Possible Action on Executive Director Promotional Expenditure

- **Motion 2:** Meek moved to authorize OMES to spend up to \$1,200.00 to advertise/promote the director's job posting on various platforms, to be reimbursed by OBGB once its funding is available. Roggow seconded.
- Roll call vote: Motion approved unanimously.

7. Reports from Standing Committees

A. Mapping Committee

- Met with NTIA. Map is key to handling the challenge process.
- OMES is reaching out to other states to discover how they're proceeding.
- Erhart: Structure of the map will be critical because it serves multiple purposes. We need to be clear about what we want the map to be able to do.

- Teubner: Need more data. Are we using the right platform? Want citizens to be able to reference this map. What do we want the user experience to be?
- Pinnell: Let's not recreate the wheel.
- Fina: I will have more of a strategy after talking further with NTIA.

B. Policy Committee

- Fina: Met with Guidehouse, which provided an in-depth review of their Current Broadband Assessment for Oklahoma. Members will receive both a bill summary and the full text of House Bill 3363. It includes directives for this board and the SBO. Please read these documents.
- Pinnell: Good that you met with the senators. The Board needs to continue communicating with the legislators.
- Erhart: Appreciate the comparison by Guidehouse of Oklahoma to "aspirational peers." Appreciate follow-up by Clay Holk. Good to know the criteria behind the scores, so we can determine if they are valid.

8. * Discussion and Possible Action regarding Standing Committee Reports

- None.

9. * Discussion and Possible Action regarding creation of Ad Hoc committee

Establishing Broadband Office

- Fina: Brandy Manek, OMES Budget Director, requested to meet with me about setting up a budget for the State Broadband Office. The board can be working to lay the foundation for the SBO as a new agency (facilities, staffing plan, budget, etc.), so the new director, when hired, can have more time to focus on broadband issues.
- **Motion 3:** Teubner moved to authorize the Board chair and vice-chair to handle interim matters to establish the State Broadband Office. Jones seconded.
- Roll call vote: Motion approved unanimously.

10. Report to Board Members (Darlene Brugnoli, Broadband Expansion Council's Policy subcommittee)

- The Council is advisory to OBGB.
- The Council's Policy sub-committee is now at a standstill until the SBO director is hired, but accomplished much in the last two years by working collaboratively with industry and stakeholders to develop a package of legislative bills. Several bills passed:
 - HB 2945 – Sales & Use Tax Rebate makes investments by providers more attractive
 - SB 802 – Expanded Council (adding representatives for WISPs & Tribes)
 - HB 2040 – Tied Oklahoma's definition of high-speed internet to the FCC's definition (now 25/3, but likely to change)
 - HB 2928 – Initiated work on state broadband map
 - HB 1124 – Established a state grant program
 - HB 3363 – Established a goal of 95% of Oklahoma has adequate broadband in five years.

- Fina: The Council's sub-committees, by inviting subject matter experts to be non-voting members, has allowed for lots of valuable input from industry and others.
- Pinnell: The state's broadband efforts have clearly changed since ARPA and IIJA.

11. **Middle Mile and Coronavirus Capital Project Funding Overview** (Edyn Rolls – Office of Management and Enterprise Services)

- Two upcoming federal funding opportunities:
 - See slide "Middle Mile" Application due Sept. 30, 2022. Funds would be received by 3/1/2023. 5-year deployment. 30% nonfederal funding match required. Can request between \$5 million and \$100 million. Guidehouse can help.
 - See slides "Capital Project Funds & CPF Application." Application due Sept. 24, 2022. Oklahoma's allocation is \$167,683,747.

12. * **Discussion and Possible Action regarding Funding Overview**

- Teubner: What's the basis of our request if we don't know our capacity? Do we have an assessment of our middle mile assets?
- Holk: Guidehouse's assessment and mapped assets.
- Fina: The State may have private sector partners; Guidehouse can assist.
- Rolls: Exploring the possibility of count in-kind match, too.
- Holk: what would the scale of our ask be? Demand & Supply components.
- **Motion 4:** Teubner moved for Board to explore Middle Mile funding opportunity. Erhart seconded.
- Roll call vote: Motion approved unanimously.
- **Motion 5:** Roggow moved for Board to explore Capital Project Funds (CPF) funding opportunity. Pinnell seconded.
- Roll call vote: Motion approved unanimously.

13. **Review of Oklahoma Broadband Website Proposal** (Edyn Rolls – Office of Management and Enterprise Services)

- See slide "Oklahoma Broadband"

14. * **Discussion and Possible Action regarding Website Proposal**

- Roggow: There will be ongoing expenses for the website.
- Boren: The site should be more citizen centric.
- **Motion 6:** Meek moved to proceed with development of website as proposed. Teubner seconded.
- Roll call vote: Motion approved unanimously.

15. **Outstanding Items from Previous Meeting(s)**

- See slide "Action from Last Meeting"
- Chair Fina requested members to provide scheduling information in the file-sharing site to facilitate scheduling of upcoming meetings. We'll meet at this location again.

- Jones: Can Commerce loan Kirk to the Board for 45 days to help “connect the dots?” Fina & Pinnell to talk to ODOC Director Brent Kisling.

16. Comments from Visitors

- Rob Griffin, Choctaw Nation: How will coordination between Council and Board occur?
- Fina: The SBO director will have main responsibility. The board’s committees will also coordinate with the Council’s sub-committees.
- Rep. Danny Williams: There’s a lot of history in this room – people who were here when OneNet and OCAN were created. Learn from those experiences. Since Treasurer McDaniel did not seek re-election, consider inviting nominees for State Treasurer to attend to get up to speed.

17. Possible Agenda Items for Next Meeting

- Adoption Rates & Digital Equity (Dr. Brian Whitacre)
- Establishing South Carolina’s SBO (Mr. Stritzinger)
- Establishing Virginia’s SBO

18. Closing Remarks and Announcements

- None.

19. Adjournment

- Chair adjourned the meeting at 11:19 a.m.

* Indicates anticipated action.

Prepared by: Kirk Martin, Oklahoma Department of Commerce
 Approved by the Board, as presented, on 08/17/2022.

Abbreviations

ARPA	American Rescue Plan Act of 2021
BEAD	Broadband Equity, Access, and Deployment program
BIL	Bipartisan Infrastructure Law (also known as IIJA)
CPF	Capital Project Funding
DEA	Digital Equity Act
FCC	Federal Communications Commission
HCM	Human Capital Management, a division of OMES
IIJA	Infrastructure Investment and Jobs Act (also known as BIL)
NTIA	National Telecommunications and Information Administration
OBEC	Oklahoma Broadband Expansion Council
OBGB	Oklahoma Broadband Governing Board
OCAN	Oklahoma Community Anchor Network

ODOC Oklahoma Department of Commerce
OMES Office of Management of Enterprise Services
SBO State Broadband Office
WISP Wireless Internet Service Provider

To receive meeting notices for the Oklahoma Broadband Governing Board and the Oklahoma Broadband Expansion Council (formerly known as the Oklahoma Rural Broadband Expansion Council), sign up at <https://www.okcommerce.gov/about-us/rural-broadband-expansion-council/>.

This meeting is being conducted in compliance with [the Oklahoma Open Meeting Act, as amended by SB 1031 and signed by Governor Stitt on February 10, 2021](#). This meeting will be recorded and the recording will be made available to the public.