RURAL BROADBAND EXPANSION COUNCIL

Meeting Minutes Approved, as amended, on 9/16/2020
Inaugural meeting - August 19, 2020 at 10:00 a.m.
Zoom Teleconference ID #: 939 0726 3797; Call-in: 312-636-6799

This virtual meeting was held consistent with the amendments to the Open Meeting Act, 25 O.S. 2011, § 301 et seq, signed into law by Governor Stitt on Wednesday, March 18, 2020. See SB661, 2020 O.S.L. 3, § 3

The notice of this virtual Special Board Meeting was filed with the Secretary of State’s Office on August 12, 2020. The agenda was posted at least forty-eight (48) hours prior to the meeting on the East entrance of the Oklahoma Department of Commerce building at 900 N. Stiles Ave., Oklahoma City as well as on the Oklahoma Department of Commerce Website at https://www.okcommerce.gov.

1. Welcome / Call to Order / Establish a Quorum
   - Commerce Director Brent Kisling called the meeting to order at 10:00 a.m. and welcomed all members and non-members. He thanked members. Commerce will staff the Council. He introduced Commerce staff members Holly Miller, Josh McGoldrick, Kirk Martin, Leslie Blair, Jon Chiappe, & Stacie Willis. As facilitator, he ordered a roll call of members. Thirteen (13) of fourteen (14) members being present, Director Kisling declared a quorum established. (The remaining member, Ms. Darlene Brugnoli, joined the meeting in progress at 10:10 a.m.)

2. Discussion: history, purpose, and intent of legislation the Rural Broadband Expansion Council
   - Sen. Leewright: The legislative intent is to provide a comprehensive, long-term broadband plan for the state. Private-sector to lead with little to no public sector involvement. Ensure all stakeholders are at the table. Effective use of public & private resources; best use of state, local, & tribal resources. Tied to the legislative process in order to ensure success; develop a plan in time to file needed legislation.
   - Rep. Phillips: Set foundation for the State of Oklahoma to move forward with a multi-year plan for broadband expansion. The approach in the past has been piecemeal. Provide growth opportunities; identify the weaknesses and roadblocks to bringing high-speed broadband to under-served areas. We'll define geographical areas of the state. Decide how to move internet capabilities into under-served areas. Our efforts will affect many aspects of development – economic, healthcare, and education.

3. Selection of Council leadership
   - Director Kisling opened the floor for nominations to chair the Council. Secretary Ostrowe nominated as chair Patrick Grace. Jerry Whisenhunt nominated as co-chairs Sen. James Leewright & Rep. Logan Phillips. Rep. Phillips clarified that while the legislation creating the Council states that an elected official cannot serve as chair, legal staff of both the House & Senate said elected officials could serve as co-chairs. Nomination seconded by Patrick Grace. Mr. Grace withdrew his name from nomination and Secretary Ostrowe concurred. In a roll call vote, the nomination of Leewright and Phillips to serve as co-chairs was approved unanimously.
4. Discussion: Plan for conducting a study of rural broadband access in Oklahoma; separate geographical areas

- Rep. Phillips opened the meeting to questions, comments, and concerns.
- Dr. Whitacre – Several other states have already attempted to put together their own maps of rural broadband availability. FCC Form 477 data is available, but flawed. Look at other states to learn from their approaches. Georgia is a good example. He volunteered to pull together some of this information.
- Mr. Whisenhunt – Providers need to verify data for OK map. Follow-up/coordination might be done by Oklahoma Corporation Commission.
- Mr. Wreath – OCC will help in this regard. We have staff who are expert in this matter.
- Mr. Grace – What was the legislative intent of separating the state into different geographical areas? Rep. Phillips (who authored the legislation) explained the theory was to identify regional characteristics determined by the Council (e.g. positive population growth) which would enable the pursuing legislation and funding opportunities more appropriate to certain geographical areas.
- Ms. Brugnoli – It may be helpful to consider how USDA defines “rural” given that they have funding opportunities for rural areas.
- Secretary Ostrowe – We have ordered new maps since the 2010 maps and can share them with the Council.
- Dr. Whitacre – Our folks closely monitor the USDA and we can share that information (e.g. funding opportunities, definition of rural, etc.).
- Sen. Leewright moved to create a sub-committee to recommend boundaries for geographical areas. Roger Neal seconded the motion. In a roll call vote, the motion passed unanimously.
- Sen. Leewright asked the following Council members to serve on the sub-committee: Ms. Brugnoli, Mr. Grace, Secretary Ostrowe, Mr. Whisenhunt, Dr. Whitacre, and Mr. Wreath.
- Mr. Whisenhunt – The Council should check on upcoming USDA grants under the ReConnect program.
- Sen. Leewright moved to nominate Mr. Wreath to chair the sub-committee. Motion seconded by Secretary Ostrowe. No vote being required, the motion and second were accepted by the presiding co-chair, Rep. Phillips.

5. Discussion: Future agenda items

- Rep. Phillips invited members to suggest future agenda items and presenters.
- Agenda Item: Ms. Brugnoli suggested Secretary Ostrowe summarize previous work and accomplishments.
- Agenda Item: Dr. Whitacre volunteered to review research findings on policies, legislation, and funding mechanisms from other states.
- Agenda Item: Mr. Whisenhunt suggested Mr. Wreath to update on funding and the Oklahoma Universal Service Fund (OUSF).
- Sen. Leewright suggested scheduling 20 minutes per speaker, to allow some time for Questions & Answers.
- Rep. Phillips observed that many tribes are working to expand broadband. Who has connections that can educate us about these efforts?
  - Secretary Ostrowe – Tribes have been very involved in the Broadband Council and I’m happy to reach out to them.
• **Agenda Item:** Report from the sub-committee on **geographical boundaries** (20 minutes).
• Mr. Whisenhunt asked to hear more about the vision of the co-chairs. Sen. Leewright: private-sector driven task to produce solutions. Rep. Phillips: Bring bright people together and use real data to create a state plan.
• Rep. Phillips inquired about **content for the Webpage** to be hosted by Commerce. Director Kisling said he thinks the range of content will reveal itself as the Council’s work progresses. He stated that the Commerce Research division will help with this.

• **Agenda Item:** Ms. Valentino suggested the Council look not only at access to broadband, but also **adoption of broadband services** throughout the state.
  o Ms. Brugnoli – Unserved, under-served, & served. Access vs. adoption. We don’t want to overbuild a system.
  o Dr. Whitacre – Research indicates that both access and adoption affect economic development. In Oklahoma, the Digital Inclusion Alliance is addressing adoption issues, like cost, lack of adequate hardware, etc.
  o Secretary Ostrowe – OMES has commissioned a study on adoption; it’s out on RFP.

6. **Discussion:** Future meeting dates for the Council
• Sen. Leewright recommended meeting at least monthly. After discussion, Mr. Neal moved that the Council meet on the third (3rd) Wednesday of each month. Mr. Webster seconded. In a roll call vote, the motion passed unanimously.
• Roger Neal moved that monthly Council meetings begin at 10:00 a.m. Darlene Brugnoli seconded the motion. In a roll call vote, the motion passed unanimously.
• Rep. Phillips: Special meetings remain an option.

7. **Announcements**
• Sen. Leewright suggested that meetings will likely last 1.5 to 2 hours.
• Mr. Wreath recommended using Teams or SharePoint or DropBox as a means for the Council to share files. Director Kisling agreed that Commerce staff will assist with this task.

8. **Adjournment**
• There being no further business, Rep. Phillips invited a motion to adjourn. Sen. Leewright moved and Mr. Neal seconded. By voice vote, the motion was approved and the meeting was adjourned at 10:50 a.m.

The following individuals joined this virtual meeting:

<table>
<thead>
<tr>
<th>Voting members</th>
<th>Organization</th>
</tr>
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<tbody>
<tr>
<td>Ms. Darlene Brugnoli</td>
<td>Verizon</td>
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<tr>
<td>Mr. Michael Berube</td>
<td>Terex USA</td>
</tr>
<tr>
<td>Mr. Roger Neal</td>
<td>Duncan Regional Hospital</td>
</tr>
<tr>
<td>Mr. Billy Frank Staggs</td>
<td>Chickasaw Holding Company</td>
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<tr>
<td>Mr. Patrick Grace</td>
<td>Oklahoma Electric Cooperative</td>
</tr>
<tr>
<td>Dr. Brian Whitacre</td>
<td>Oklahoma State University</td>
</tr>
<tr>
<td>Mr. Jerry Whisenhunt</td>
<td>Pine Telephone Company</td>
</tr>
</tbody>
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Mr. Daniel Webster  Northeast Oklahoma Electric Cooperative
Mayor Jack Smiley  City of El Reno
Ms. Sammie Valentino  AT&T Corp.
Secretary David Ostrowe  Office of the Governor

Non-voting members
St. Sen. James Leewright  Oklahoma State Senate
St. Rep. Logan Phillips  Oklahoma House of Representatives
Mr. Brandy Wreath  Oklahoma Corporation Commission

Non-members
Barry K. Moore  BKM Group
Baylee Williams  Governor’s Office
Bruce ___ (Bruce’s iPhone)  unknown
Chris Meyers  Oklahoma Assn. of Electric Cooperatives
Cathy Van Hoy (ODL)  Oklahoma Dept. of Libraries
Chad Segress  Terral Telephone Company
Cheryl Boothe  Oklahoma State Senate staff
Chris Benge  Tulsa Regional Chamber
Cliff Agee  Chickasaw Nation
David Goodspeed  Oklahoma Electric Cooperative
Dean _______  unknown
Hunter Robinson  Central Electric Cooperative
James Lightfoot  ACRS 2000 Corp.
Jami Longacre  Longacre, Inc.
Jeff Risley  Saxum Strategic Communications
Jennifer Swearingen  Oklahoma State Senate staff
Jill ______  unknown
Jill Daugherty  Chickasaw Nation
Jim __________  unknown
Jim Reese  Oklahoma Assn. of Electrical Cooperatives
John Budd  OMES
Josh Holt  unknown
Kevin Nelson  unknown
Lindsey Greenwood  Saxum Strategic Communications
Malia Bennett  Oklahoma State Senate staff
Mark Argenbright  Oklahoma Corporation Commission
Matt Latham  Latham Consulting Group
R.D. Wright  unknown
Robbie Squires  Cox Communications
Sandra Harrison  Oklahoma Hospital Assn.
Scott Tohlen  Oklahoma Hospital Assn.
Shawn Ashley  eCapitol
Sonja Wall  OCAN & OneNet
Steve Teubner  unknown
Ted Osborn  Nextlink
Thomas Cohrs Oklahoma House of Representatives staff
Tim ________ unknown
Tony ___ (Tony’s iPhone) unknown
Travis Noland Cherokee Nation
Trish Ranson Oklahoma House of Representatives
Tyler Powell CSS Partners
“oklahoma” unknown
580-468-2355 unknown (# from Guymon #)
620-845-5655 unknown (# from Caldwell, KS)
972-467-6811 unknown (# from Grand Prairie or Carrollton, TX)
Brent Kisling Oklahoma Dept. of Commerce
Holly Miller Oklahoma Dept. of Commerce
Jon Chiappe Oklahoma Dept. of Commerce
Josh McGoldrick Oklahoma Dept. of Commerce
Kirk Martin Oklahoma Dept. of Commerce
Leslie Blair Oklahoma Dept. of Commerce
Stacie Willis Oklahoma Dept. of Commerce