



Public Works Department City of Bellingham

Broadband Advisory Workgroup Meeting Notes Tuesday, August 2, 2022 6:00pm – 8:00pm Zoom

WG Members in attendance:	Steve Spitzer RB Tewksbury Milissa Miller	Michelle Kopcha Kristopher Keillor Linda Fels
Ex Officio Members in attendance:	Gina Stark Kurt Gazow	Atul Deshmane Terry Davis
City Staff and Facilitator in attendance:	David Roberts, Facilitator Eric Johnston, Public Works Director Don Burdick, IT, Public Works Rush Duncan, Public Works Administrative Support	
1. Welcome, Introductions, Agenda Review, Approval of Notes	Notes from July are approved. The deadline is August 12 for anyone that wants to propose additional documents for inclusion in the City Council meeting on August 29 th .	
2. Report from Eric Johnston	Working on finalizing the Magellan report. August 29 th is this committee's report to the Council. We are not requesting action from the Council on the 29 th – they will have questions, but they will likely want to discuss things further, probably in a workshop to be scheduled. We have not submitted anything to the Finance office for the Mayor to propose to the budget as we have not received policy direction from the Council. They could add things into the budget or amend it in 2023-24. It will likely take a few months for things to move forward. In 2022, as a change to the budget, they added a Network Engineer for the City, which is close to being posted by recruitment – this role will likely take lead on next steps after the presentation to the Council. We do not know what next steps will come from the Council. Atul Deshmane: it would be constructive for this group to remain in an advisory council as they translate our recommendations into action. Steve Spitzer: after the August 29 th meeting, if they come back with questions, will they be directed to this working group or Eric? Eric Johnston: yes to both options, once the work is delivered, the ad hoc committee's work is officially done. The Council formed it by resolution – they can also assign additional work, or direct questions to either the workgroup or Eric. Once the report is completed, formally, this ad hoc committee will no longer need to meet. David Roberts: will we see a final version of the Magellan report before August 29 th ? Eric Johnston: yes	
3. Final Review of Recommendations and Agenda Bill Contents	<i>(David Roberts shares screen and shows draft resolution. David updates the draft in real time and captures feedback from the group).</i>	

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4. Dry Run of Presentation for City Council

Milissa Miller: this is the group's presentation; I am only the deliverer!

(David Robert's shares his screen, runs through the presentation, and Milissa Miller speaks. Slides are updated with the group's feedback).

Steve Spitzer: will the workgroup get copies of all of these documents? Eric Johnston: yes

Milissa Miller: who answers any questions? Eric Johnston: all regular members will receive panelist invitations for the Zoom City Council meeting. Milissa will present, but any members could answer, depending on the nature of the question. Milissa will be the point person and will defer to others based on the questions. We are anticipating proposing this to the Public Works Natural Resource Committee in the morning, around 9 or 10 AM. The schedule for the August 29 Council meeting is still being finalized and has not been published (anticipate the schedule will be finalized on August 24th or 25th).

Gina Stark: since Milissa is the lead, and should be respected as such, Milissa can point to those of us that are there regarding the questions, but her knowledge is vast in terms of our experience and skill set. She will know who will best be able to answer the question, and we need to trust her, and not jump in. This will show the City Council we are a solid and cohesive group. We have grown so much – I am so proud of this group. When it comes to questions, Milissa will point to us, and we should leave it in her hands. Milissa Miller: if you don't want to answer a question, don't raise your hand!

RB Tewksbury: why would we not include the ex-Officios, shouldn't we stay together as a group? Eric Johnston: I am happy to send panelist invitations to everyone in the Broadband Advisory Workgroup.

5. Future meeting plans. Evaluate this meeting

(David Roberts requests feedback on things that went well and things that could have gone better. David writes down the comments).

Meeting adjourned 8:30 PM.