

MINUTES

Regular Meeting of the Board of Directors of the Eastern Shore of Virginia Broadband Authority

March 24, 2022

Board members in attendance were: John Reiter, Mike Mason, Charles Kolakowski, and Elaine Meil.

ESVBA management participating in the meeting who were in attendance: Robert Bridgham (via zoom) and Leah Hoopes (Secretary)

Members of the public attending were: Rick Willis and Pat Coady

Mr. Reiter called the meeting to order at 2:05 pm.

AGENDA ADOPTION

Ms. Meil moved to adopt the agenda. Mr. Mason seconded. Motion passed unopposed.

PUBLIC COMMENT

Rick Willis requested to have WiFi hotspots made available to the migrant labor camps so that the workers can stay connected with friends and family, attend virtual healthcare appointments, and communicate with resources. He stated that there are 10 camps with about 1400 workers.

Ms. Meil requested a list of addresses for the camps.

REVIEW OF MINUTES

Ms. Meil moved to approve the Regular Board Meeting Minutes from February. Mr. Kolakowski seconded. Motion passed unopposed.

SYSTEM STATUS & BUILD REPORT

1. WiFi Hotspots- There are currently 27 hotspots in service.
2. Residential Broadband- Mr. Bridgham reported that the Authority has 2,152 active residential customers. He stated that there are 53 customers in service in Harborton, 26 in

Bobtown, 74 in Church Neck, 70 in Sanford, 41 on Cheapside, 4 on Cobbs Station, 99 in Accomac, 7 in Townsend, 113 in Greenbackville, 62 in Atlantic, 74 in Wattsville/Horntown, 61 in Oak Hall, 82 in Hallwood, 65 in Painter/Quinby, 58 in Eastville, 76 in Nassawadox, 8 in Oyster, 235 in Exmore, 53 in Belle Haven, 44 in Cheriton, 36 in Wachapreague, 310 in Onancock, 219 in Cape Charles, 145 in Parksley, 5 in Nocks Landing, 37 in Saxis, 6 on Chincoteague, and 89 on Tangier. Mr. Bridgham presented a new report showing the number of turn-ups per month and the average install per month.

3. WISP EVPL Program- Mr. Bridgham informed the BOD that 57 sites are in service, 2 new sites on-order and underway.
4. Microcommunity Program- There are 32 communities that are in service and 4 others that are in various stages of progress.
5. EBB Program- The program had 54 subscribers in the month of February.

Mr. Mason asked about the lifespan of the ACP program.

Mr. Bridgham explained that the ACP program has a funding limit but no Covid restrictions like the EBB program.

6. CARES projects in Accomack and Northampton- Mr. Bridgham announced that all of the Cares projects have been completed in both counties. There are a few Micros that are still in progress. Mill Run and Wilson Court will be done within the next few weeks.

The Authority has currently done marketing through mailers, social media, and attending events.

Mr. Bridgham informed the board that there will be a cable relocation on Shields Bridge road in the future that will require funds.

Mr. Bridgham stated that there are 2 IFBs in progress for an installation contractor and for materials.

Mr. Kolakowski moved to authorize the Executive Director to enter into agreement with DHCD and distribute the agreement to the BOD. Mr.

Mason seconded. Motion passed unopposed.

OLD BUSINESS.

- a. **Approve FY21 Audit-** Mr. Bridgham presented the BOD with the FY21 Audit.

Mr. Mason moved to approve the FY21 audit. Ms. Meil seconded.

Motion passed unopposed.

NEW BUSINESS

- a. **Bank Resolution-** The BOD signed the updated bank resolution.
- b. **Allocation of funding for Pole Survey-** The Authority is attached to about 14,000 ANEC poles, which will cost around \$93k.

Mr. Mason authorized the Executive Director to pay \$93k for the ANEC Pole Survey. Ms. Meil seconded. Motion passed unopposed.
Mr. Mason suggested accruing for the surveys in the budget moving forward.

TREASURER'S REPORT

Mr. Mason presented the Treasurer's Report. He reported that expenses and revenues are up and the capital assets were increased because of the network builds. However, there is also a cash decrease because of the builds.

BOARD COMMENTS

None

CLOSED SESSION

Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended;) Paragraph 1: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a

closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively. Paragraph 33: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ [15.2-5431.1](#) et seq.) of confidential proprietary information and trade secrets subject to the exclusion in subdivision 19 of § [2.2-3705.6.](#), made by Ms. Meil, seconded by Mr. Mason. The following board members were present: Mr. Mason, Mr. Reiter, Mr. Kolakowski, and Ms. Meil and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Ms. Meil, seconded by Mr. Mason that the Board had entered the closed session for that purpose as set out in Paragraph 1 and 33 of Section 2.2-3711 of the Code of Virginia of 1950, as amended. Roll call vote taken Vote was that no other business discussed than as advised in Paragraph 1 and 33. The following board members were present: Mr. Mason, Mr. Reiter, Mr. Kolakowski, and Ms. Meil and voted affirmative.

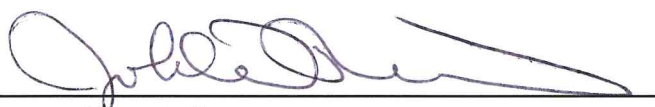
Mr. Mason motioned to implement the salary study results as provided by Evergreen, with 50% effective April 3 and 50% effective July 10, contingent on the VATI grant being executed. Ms. Meil seconded. Motion passed unopposed.

Mr. Mason moved to authorize the Executive Director to sign all procurement related documents regarding the materials for the VATI grant, contingent on legal review by the attorney. Mr. Kolakowski seconded. After discussion, motion passed unopposed.

ADJOURNMENT

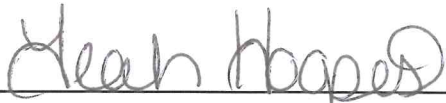
The meeting was adjourned at 3:55pm.

These minutes were approved at the May 19, 2022 meeting of the Board of Directors of ESVBA.

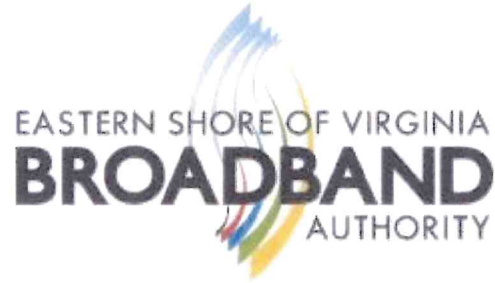


Presiding Officer

Copy teste:

A handwritten signature in cursive script that reads "Leah Hoopes". The signature is written in dark ink and is positioned above a horizontal line.

Leah Hoopes, Secretary



Status Report May 2022

Status Report Topics

1. WiFi Hotspots
2. Residential Broadband
3. WISP EVPL Program
4. Microcommunity Program
5. ACP Program
6. VATI FY22 Status