

MINUTES

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

September 26, 2024

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

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

Members of the public attending were: None

Mr. Reiter called the meeting to order at 2:00 pm.

AGENDA ADOPTION

Mr. Mason moved to amend the agenda to remove the Closed Session. Mr. Kolakowski seconded. Motion passed unopposed.

PUBLIC COMMENT

None

REVIEW OF MINUTES

Mr. Kolakowski moved to approve the Regular Board Meeting Minutes from July. Mr. Mason seconded. Motion passed unopposed.

SYSTEM STATUS & BUILD REPORT

1. WiFi Hotspots- There are currently 27 of the 28 hotspots in service. Ebenezer Church is still offline.
2. Residential Broadband- Mr. Bridgham reported that the Authority has 4202 active residential customers. He stated that there are 85 customers in service in Harborton, 33 in Bobtown,

225 in Church Neck, 70 in Sanford, 48 on Cheapside, 4 on Cobbs Station, 109 in Accomac, 12 in Townsend, 721 in Greenbackville, 92 in Atlantic, 80 in Wattsville/Horntown, 165 in Oak Hall, 120 in Hallwood, 94 in Painter/Quinby, 116 in Eastville, 180 in Nassawadox, 9 in Oyster, 387 in Exmore, 137 in Belle Haven, 40 in Cheriton, 53 in Wachapreague, 521 in Onancock, 440 in Cape Charles, 209 in Parksley, 4 in Nocks Landing, 51 in Saxis, 60 on Chincoteague, and 137 on Tangier.

3. WISP EVPL Program- Mr. Bridgham informed the BOD that there are still 59 sites are in service.
4. Microcommunity Program- There are 42 communities that are in service.
5. USDA Bailey Neck & Mt Nebo CDF- ESVBA is awaiting USDA's revision of the contract.
6. USDA Custis Neck & Locustville CDF- The ESVBA was awarded \$286K to service the Custis Neck and Locustville communities.
7. Assistance Programs- Mr. Bridgham presented a report showing details for all of the assistance programs.

Mr. Reiter asked if there was an expiration on the LECAP program. Mr. Bridgham stated that there is no expiration and the plan is for it to be a long term program.

OLD BUSINESS

- a. VATI FY22 Report – Mr. Bridgham provided a report for the board on the VATI update. He stated that 11 areas are fully complete.
- b. Cyber Assessment Status– Mr. Bridgham gave a report on the Cyber Assessment this far. The company has done internal and external testing and have not found any major issues. The report should be received in October.
- c. BEAD Status- Mr. Bridgham gave an update on the status for BEAD. The state is opening the letter of intent window on October 1, 2024. The letter of intent must be submitted first in order to fill out an application.

NEW BUSINESS

- d. Authorization to open new bank account for grant – Mr. Bridgham explained that USDA requires a DACA. PNC and

Towne bank both support this, Truist does not.

Mr. Mason moved to create an account with Towne Bank for the purpose of the grants the ESVBA is planning to receive. Mr. Kolakowski seconded. Motion passed unopposed.

Mr. Kolakowski motioned to approve the renewal for a Letter of Credit with Truist. Mr. Mason seconded. Motion passed unopposed.

- e. Budget Amendment- Mr. Bridgham explained that the ESVBA is upgrading its core routers and possibly upgrading the circuit heading north. *Mr. Mason moved to approve a budget amendment request for 2 Cisco switches and upgrading the circuit equaling \$150K. Mr. Kolakowski seconded. After discussion, Mr. Mason moved to approve a budget amendment request for 2 Cisco switches and upgrading the circuit equaling \$165K. Mr. Kolakowski seconded. Motion passed unopposed.*
- f. Revision to ESVBA Employee Handbook- Mr. Bridgham presented a revision to the handbook regarding ESVBA compensating its employees for jury duty. *Mr. Kolakowski moved to adopt the revision to the employee handbook. Mr. Mason seconded. Motion passed unopposed.*

TREASURER'S REPORT

Mr. Mason presented the Treasurer's report

Mr. Mason asked when VATI was planning to be closed out. Mr. Bridgham replied that aside from Special Construction, VATI should be closed out by November 30th. He explained that the ESVBA will not fully be refunded the remittance until 2025.

Mr. Reiter asked that if the state still has the funds, will ESVBA be able to count the funds as a match for BEAD.

BOARD COMMENTS

None

ADJOURNMENT

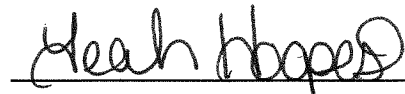
Mr. Kolakowski moved to adjourn at 2:38pm.

These minutes were approved at the Nov. 21, 2024 meeting of the Board of Directors of ESVBA.



Presiding Officer

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Leah Hoopes, Secretary