City of Santa Fe

Agenda

Telecommunications Advisory Committee

Thursday, December 15th 2011
10:00 a.m.
Councilors' Conference Room • City Hall
200 Lincoln Avenue • Santa Fe • New Mexico

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF MINUTES – November 17th 2011

C. REPORTS

D. UNFINISHED BUSINESS

E. NEW BUSINESS

    • **Regional Broadband Initiatives**

F. ADJOURNMENT

Persons with disabilities in need of accommodations please contact the City Clerk's office at (505) 955-6520 at least five (5) working days prior to the meeting date. For questions regarding this agenda please contact Staff Liaison Sean Moody at (505) 955-6350.

Minutes of the

Telecommunications Advisory Committee

December 15th 2011

A. Call to Order & Roll Call

A Regular Meeting of the Telecommunications Advisory Committee is called to order by Rick Carlisle, Chair, at 10:11 a.m. in the Councilors' Conference Room on the first floor of the City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico. Roll call indicates the presence of a quorum as follows:

Members Present	Staff Present	Guest speakers
Rick Carlisle	Sean Moody	Luis Reyes, Kit Carson Telecom
Gar Clarke	Jessica Sandoval	Tim Armer, REDI Net
Stephen Easley		Richard Lowenberg, Santa Fe Complex
Dustin Gentry		
Ralph Vincent		

Chair Carlisle adds three topics to the New Business section of the agenda: Proposed Spring 2012 meeting schedule; posting of Committee documents on-line; and a December 1th news item.

B. Approval of Minutes

* November 17th Regular Meeting draft minutes (Exhibit 1) are approved by consent of all present without objection.

C. Reports

* None

D. Unfinished Business

* None

E. New Business

* Meeting Schedule Spring 2012

    SM presents draft "Meeting Schedule Spring 2012" (Exhibit 2). No action taken.

* On-line document archive

    SM requests direction regarding on-line posting of documents. Dr. Easley recommends working documents be posted for Committee use on Google Docs; public documents be posted on City website. No action taken.

* Media

    SM discusses interview & subsequent Dec 1th article in The New Mexican (Exhibit 3) regarding $1 million internet infrastructure project which City Council added to the CIP bond. SM to notify Committee of any future media contact.

Chair Carlisle cites the New Mexian article, as well as related posts on the 1st-Mile blog, and expresse the need to respond that the project (a) receives professional oversight from both Committee and staff, (b) is informed by industry, and (c) is well-conceived. Dr. Easley notes that media provide community input, consistent with the Committee's mandate, and any response should be factual only. No action taken.

- Master planning

   Mr. Clarke points to the need for a master plan to engage the community prior to initiating any work. Dr. Easley proposes at least one or two public hearing to address questions, hear concerns, bring interested parties to the table. Mr. Vincent concurs; suggests using a City web link to a forum maintained by staff to get information out, and to obtain responses as useful input. Mr. Easley recommends the forum be moderated. Mr. Clarke adds that the process needs a framework which can itself be a topic of discussion; launched using media; including focus groups/work sections; facilitated by objective third party; wrapped into a series of reports to be included in master plan. When is $130K in CIP bond available? SM understands money available by March-April. Mr. Clarke recommends expediting vendor selection pending the availability of funding. Procurement alternatives discussed. SM to check City policy and report to Committee prior to next meeting. No action taken.

- Regional Broadband Initiatives

   Mr. Clarke presents telecom-related projects and workproduct of the Department of Information Technology

   Mr. Reyes presents Kit Carson Telecom and its projects

   Mr. Armer presents REDI Net and its projects

   Mr. Lowenberg presents 1st-Mile Institute, a subsidiary of Santa Fe Complex, and a global "relationship" mapping of the projects and institutions concerned with broadband use and availability in New Mexico and beyond.

   No action taken.

F. Adjournment
   - Chair Carlisle adjourns the meeting at 12:05 p.m.

G. Exhibits
   1 Draft minutes November 17th 2011
   2 Draft "Meeting Schedule Spring 2012"
   3 "City Aims to Upgrade Internet Access", The New Mexican (December 1st 2011)

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Richard Carlisle, Chair

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