City of Bloomington: Bloomington Digital Underground Advisory Committee

Date of Record: January 6, 2005

Prepared By: Matt Nagle, ITS/SPEA Intern Prepared Date: January 11, 2005

Summary

Bloomington Underground Advisory Committee (hereafter "Committee") meeting held Thursday January 6, 2005 at 4:00 p.m. in the McCloskey Room of City Hall at Showers, 401 N. Morton St., Bloomington, IN.

Roll Call

Committee Members Present Brian Klebur, Small Business Development Mark McMath, Bloomington, Hospital Bruce Myers, Kiva Linda Williamson, Bloomington Economic Development Corporation

Committee Members Absent Charlie Webb, CallNet Brian Voss, Indiana University

City of Bloomington Staff Present

Rick Routon, User Support & Network Operations Manager, ITS Greg Volan, Chief Information Officer, ITS Ron Walker, ECD

Guests Present John Conley, Smithville Telephone Eric Ost, TCC Suzann Owen, TCC Brett Skilbred, Network Engineer, InfoComm Systems

Handouts

- 1. January 6, 2005 Meeting Agenda
- 2. InfoComm Presentation Outline, including:
 - a. Project Plan
 - b. Interview Contact List
 - c. Public Meeting Agenda

Minutes

Meeting called to order at 4:00 p.m.

- I. Update from Brett Skilbred on Strategic Plan Progress
 - A. Brett Skilbred reviewed the BDU Advisory Board (BDUAB) strategic plan, stating that:
 - i. BDUAB should facilitate other city initiatives/goals such as economic development and information technology infrastructures.
 - ii. After talking with Brian Voss, BDUAB should position itself within the Public Works department and should review progress towards city initiatives on an annual basis.
 - 1. Rick Dietz added that BDUAB serves only on behalf of the City of Bloomington in facilitating the project and that BDUAB would not have final authority over issues such as physical assets.
 - iii. He wanted to finalize these goals (see Strategic Plan handout for full list) to correctly pull information from interviews in line with BDUAB objectives.
 - 1. Mark McMath stated that BDUAB should also account for users that cannot find full commercial benefits from the project but would want to collaborate either with the City of Bloomington or with the private sector to gain a peripheral advantage.
 - Brett Skilbred added that, having talked with some potential customers, BDUAB should consider collaborative projects to accommodate those users not interested in buying full telecommunications infrastructure.
 - B. Eric Ost suggested incorporating GOAL 6 ("Define area of business and potential product offerings") into GOAL 4 ("Determine the impact the BDU Advisory Board has ad thus far and develop ways in which to guarantee future impact").
 - C. Mark McMath stated that BDUAB should retain in its strategic plan several "guiding principles" to direct future operations and to allow new participants in the process.
 - D. Eric Ost asked if the second guiding principle of the Strategic Plan ("Don't want to directly compete with local telecom or do anything that will") prevents municipal projects such as broadband services.
 - i. Brett Skilbred stated that, in his interpretation, the principle does prevent those actions.
 - ii. Eric Ost stated that, given other examples of cities attempting to implement telecom services, that the BDUAB Strategic Plan should retain a broad scope for potential expansion.
 - iii. Brett Skilbred stated that it was necessary to accurately define "direct competition" for the BDUAB Strategic Plan so that BDU actions would benefit the community to the greatest extent. A possible solution would be to create a checklist of circumstances whereby BDUAB could determine what actions to take.
 - iv. Linda Williamson stated that BDUAB should, in its guiding principles, be cognizant of existing services and that BDUAB should work with those services to accomplish its goals.
 - v. Rick Dietz added that these processes should incorporate the need and ability to change directions and guidelines as they become apparent.
 - E. Brett Skilbred stated that, because the City of Bloomington funds the BDUAB project, the geographic scope of the Strategic Plan concentrates on city centers, but that peripheral connections should also be considered.
 - F. Brett Skilbred reviewed the Tasks section of the Strategic Plan handout, stating that he has scheduled about half of the contacts for interviews. Brett Skilbred also stated that he wanted BDUAB to review the contact list and add any missing names.
 - G. Brett Skilbred stated that, given the limited scope of the contact list, that BDUAB should hold a public meeting to gain further input.

- i. Linda Williamson asked if any advocacy/interest group existed that could distort the information and thereby the benefits of a public meeting.
- ii. Rick Dietz stated that holding a public meeting would gain attention to the BDU project and that BDUAB should structure the information gathering process so that this increased attention would benefit the project.
- iii. ??? added that the contact list appeared exhaustive of all views within the community, but that BDUAB should still hold the public meeting to ensure that any disparate views are accounted for.
- II. Public Meeting: Logistics & Focus
 - A. Rick Dietz suggested that the BDU Public Meeting take the following format:
 - i. Brief Introduction to BDU and the project process
 - ii. Allow attendants to break up into groups and write down any suggestions, thoughts, and concerns.
 - iii. Allow these groups to filter ideas into important concerns; have attendants turn in all ideas/concerns to BDUAB.
 - B. Rick Dietz and Linda Williamson stressed that the BDUAB inform the public that the meeting would be important to the process, increasing attendance and input at the meeting.
 - C. BDUAB agreed to organize the public meeting, including setting a date, place, and format.
 - i. Rick Dietz added that anyone on the interview contact list could also participate.
- III. BDUAB House Keeping
 - A. Governance: Selecting Officers vs. Continuing Informal ITS Guidance
 - i. Rick Dietz stated that BDU Advisory Meetings would be driven by the project Strategic Plan, indicating that ITS could lead the meetings unless a group started to push for BDU services sooner.
 - ii. BDU Committee agreed to have ITS continue to guide the meetings.
- IV. Other Issues
 - A. Role of Telecommunications Council (TCC) and BDU Committee
 - i. Suzann Owen stated that she wished for the BDU Committee to consider the role that it has in relation to the TCC. Suzann Owen asked if the City of Bloomington had any initiatives to deal with integrating these groups.
 - ii. Rick Dietz stated that the directors of the TCC wanted to start a dialogue with the City administration on the TCC's role. Rick Dietz also stated the TCC does not exist by statutory mandate (decisions could be made by Public Works or the Mayor's Office), but that the role of the TCC should be reexamined.

Meeting adjourned at 4:50 p.m.

Minutes submitted by Matt Nagle, February 6, 2005