

**Dodge County - Broadband Workgroup
Wednesday, June 12, 2019**

Minutes

Call to Order

Jeffrey Duchac, Broadband Workgroup Chair, called the meeting to order at 1:00 p.m.

Workgroup Roll Call

Ed Benter	Jeffrey Duchac	Becky Glewen
Joe Marsik	John Nagler	Nate Olson
Justin Reynolds	Annette Thompson	

Others Present:

Lori Hill	Russ Kottke	Mark Dodge
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Public Comment

Mark Dodge of Bertram Internet provided an update regarding their involvement in the addition of three new towers and the coverage areas surrounding Dodge County. Also, Bertram Internet is currently working with a new and advanced Remote Rural Medicine contact which provides a secure data center that meets HIPPA requirements.

Review, Consider, Take Action: Broadband Workgroup Minutes

Motion by John Nagler, seconded by Annette Thompson to approve the May 21, 2019 minutes. Motion carried.

Review and Approve the Goal of the Dodge County Broadband Workgroup

Motion by Becky Glewen, seconded by Joe Marsik to approve the Goal of the Dodge County Broadband Workgroup with the wording as follows: "Identify viable solutions to close the digital divide in Dodge County and make recommendations to the Dodge County Board". Motion carried.

Discuss Methods to Solicit Interest From All Companies Interested In Working with Dodge County

The workgroup discussed the need to use a Request For Proposal (RFP) or a Request For Interest (RFI) to offer the opportunity to any company wanting to work with Dodge County to address the broadband issues in the county. Also, see which companies would like to work with Dodge County to apply for the PSC grant. It was determined that an RFI should be drafted and presented at the next meeting. Once approved the RFI will be sent to service providers in Dodge County.

Create Action Plan for Dodge County Broadband Workgroup

Nate Olson presented a Draft Action Plan. The workgroup discussed a variety of action plan items that need to be completed by the workgroup. Part of the action plan is assigning who will be in charge of the identified action items and the timeline to complete each item. An action plan was created by the group, it was determined this plan will be a working document to help keep the group on task and work towards the goal of the workgroup.

Future Meeting Agenda Items

The workgroup discussed items that should be placed on the next agenda. These items include but are not limited to: update on Broadband Forward Certification, review and approve an RFI document, review and approve Letter of Support template, review and recommend approval of Telecommuter Forward Certification Resolution, review/update the Broadband Workgroup Action Plan, discuss budgeting needs in the future, discuss education outreach methods and timeframes, and update on the status of the work being done by the Jefferson County Broadband Committee.

Set Next Meeting Date

Wednesday, June 26, 2019 - 1:00 p.m. - Administration Building (Rooms 1H/1I)

Tuesday, July 9, 2019 - 11:00 a.m. - Administration Building (Rooms 1H/1I)

Adjourn

Motion by Joe Marsik, seconded by Annette Thompson to adjourn the meeting. Motion carried. Meeting adjourned at 2:10 p.m.

Respectfully submitted,

Justin Reynolds, Secretary

Dodge County Broadband Workgroup Goal

Identify viable solutions to close the digital divide in Dodge County and make recommendations to the Dodge County Board

Broadband Workgroup - Action Plan

Action Item	Who	Timeline
Outreach To Build Support - Letters of Support- Communities, School Boards, Businesses	Nate, Jeff, Annette, Becky	Ongoing Template will be approved at 6/26 mtg
Identify Underserved / Underused Areas Better Mapping	Nate, Justin, Angie (PSC)	Ongoing Present current PSC map at 6/26
Existing Infrastructure That Can Assist Location of Fiber ?	Nate, Justin	July
Request for Interest Potential Partners	Nate, Justin, Jeff	June / July
Develop list of avenues to research that need consideration, mixed solutions to address coverage problem	Justin, Nate	Ongoing
Telecommunications Certification Resolution	Nate / Russell – County Board	June / July
Broadband Certification Review past submittal	Nate	June
PSC Grant	Workgroup and Providers	
Government Funding / Support County and Local Communities	Nate, Justin, Jeff, Joe, Becky	Once clear path is outlined & needed financial support is determined; create opportunities to educate all gov't bodies and request contribution.

**RESOLUTION
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES
AND
TELECOMMUTER FORWARD CERTIFICATION**

AT A MEETING OF THE [political subdivision] HELD AT _____, ON _____, 201__.

RESOLUTION - IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND
TELECOMMUTER FORWARD! CERTIFICATION;

WHEREAS, [political subdivision] supports and commits to promote the availability of telecommuting options;

WHEREAS, [political subdivision] hereby appoints [employee title or department name] as the single point of contact for coordinating telecommuting opportunities within [political subdivision] including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the [governing body of the political subdivision].

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the [political subdivision] support telecommuting opportunities for the [political subdivision] in its application for Telecommuter Forward! Community certification

Dated: _____

Template Letter of Support
USE LETTERHEAD

Date

Angie Dickison
Wisconsin State Broadband Director
Public Service Commission of Wisconsin
4822 Madison Yards Way
P.O. Box 7854
Madison, WI 53705-9100

RE: Letter of Support for Dodge County
PSC Broadband Expansion Grant Application

Greetings.

The (community name) is in full support of Dodge County's PSC Broadband Expansion Grant application.

Dodge County is a rural expansive county that covers over 900 square miles and is home to almost 90,000 people. The county's large geographic area and spread-out population presents a variety of issues the local government entities must collaboratively address. One of those issues is having adequate broadband service throughout Dodge County.

Improving the broadband coverage in (community name) and throughout Dodge County is not just a want, but a need. The Dodge County region is experiencing slow population growth, which is a big problem for communities, school districts, and the business community. In order to be successful in the future, Dodge County needs to address the slow population growth. Enhancing the region's existing assets and creating new features to attract people and businesses to the region is an absolute must.

Improving broadband service and increasing coverage in Dodge County will substantially help with business/people attraction and enhance the multiple community development activities currently underway. Broadband is the infrastructure of the future, developing a solid broadband network in Dodge County is a must for our region to be successful in the future.

Therefore, the (community name) fully supports Dodge County's PSC Broadband Expansion Grant application.

Sincerely,

Name
Title
Gov't body or business representing



Dodge County

Land Resources and Parks Department

127 East Oak Street • Juneau, WI 53039
PHONE: (920) 386-3700 • FAX: (920) 386-3979
EMAIL: landresources@co.dodge.wi.us

June 26, 2019

Request for Interest (RFI)

Background

Dodge County has established a Broadband Workgroup to examine the deficiencies in broadband coverage across Dodge County. The Workgroup is tasked with analyzing the coverage issues, but also to make recommendations on to the Dodge County Board of Supervisors to address those issues. The formal goal of the Dodge County Broadband Workgroup is *“Identify viable solutions to close the digital divide in Dodge County and make recommendations to the Dodge County Board”*.

The workgroup is currently gathering all pertinent data and is working to fully understand all the issues and opportunities that exist in Dodge County. It is anticipated that the issue and opportunity component of this workgroup will be ongoing in to the future, as conditions change.

Objective

At this time, Dodge County and the Broadband Workgroup has the intention to apply for the pending PSC Broadband Expansion grant, when it becomes available. Currently two service providers have expressed interest in collaboratively working with Dodge County to apply for the grant. In order to thoroughly understand this option, the Dodge County Workgroup would like to offer this partnership opportunity to all service providers in Dodge County. This Request for Interest is being sent to all service providers in Dodge County and the intent of this Request for Interest is twofold:

First, reach out to all service providers in Dodge County and create a group of providers that are interested in collaborating with Dodge County and other providers to apply for the pending PSC Broadband Expansion Grant.

Second, reach out to all service providers in Dodge County and learn of other options service providers can assist with that do not involve PSC Broadband Expansion Grant.

Response

The Dodge County Broadband Workgroup is requesting all service providers in Dodge County to formally respond in writing to this Request for Interest. Please address the two objectives listed above and indicate your interest. The Dodge County Broadband Workgroup will review all responses and make a determination how to proceed.

You can mail your response to the address listed above or email it to nolson@co.dodge.wi.us. If you have any questions, feel free to contact Nate Olson at 920-386-3948. Thank you for your time and we look forward to hearing from you.