

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

**Minutes**

**Call to Order**

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

**Workgroup Roll Call**

Ed Benter	Jeffry 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

  
CHAIR