

SOUTH SALINAS VALLEY BROADBAND AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

**GREENFIELD COUNCIL CHAMBERS
599 EL CAMINO REAL
GREENFIELD, CA 93927**

**October 19, 2023
12:00 p.m. to 1:00 p.m.**

Zoom Link: <https://us02web.zoom.us/j/81428020419>

Webinar ID: 814 2802 0419

Passcode: N/A

1. Call to Order

2. Pledge of Allegiance

3. Roll call

Board President: Supervisor Chris Lopez, County of Monterey
Board Vice President: Mayor Mike LeBarre, City of King
Board Member: Councilmember Drew Tipton, City of Greenfield
Board Member: Councilmember Alejandro Chavez, City of Soledad
Board Member: Mayor Jose Rios, City of Gonzales

4. Business from the Public

Members of the public may comment on matters within the jurisdiction of the agency that are not on the agenda. Public comments generally are limited to two (2) minutes per speaker; the Chair may further limit the time for public comments depending on the agenda schedule. Comments on agenda items should be held until the items are reached. To be respectful of all speakers and avoid disruption of the meeting, please refrain from applauding or jeering the speaker.

5. Consent Items

- a. Approval of August 3, 2023 SSVBA Draft Board Meeting Minutes
- b. Consideration for approval of MBEP's consultant fees for first quarter of FY 2023-2024
- c. Consideration for approval of Aleshire & Wynder, LLP's legal counsel fees for August-September 2023

6. Regular Agenda

- a. Approval of future SSVBA Regular Meetings scheduled for 2024
 - i. SSVBA Regular Meeting February 15, 2024
 - ii. SSVBA Regular Meeting April 18, 2024
 - iii. SSVBA Regular Meeting July 18, 2024
 - iv. SSVBA Regular Meeting October 17, 2024

7. Executive Director's Report

- a. MBEP Broadband White Paper was released in October 2023
- b. MBEP's 9th Annual State of the Region

8. Board of Directors' Report

9. Future Agenda Items

- a. Legal Counsel's presentation on governing requirements for the JPA and suggested considerations for expanded policy suggestions
- b. GSCA LATA & FFA Project Updates
- c. Crown Castle Dark Fiber Project Updates

Adjournment

MEETING ACCOMMODATION

Disability-related modification or accommodation, including auxiliary aids or services, may be requested by any person with a disability who requires modification or accommodation in order to participate in the meeting. Requests should be referred to MBEP Staff, Ameer Othman, at aothman@mbep.biz as soon as possible but by no later than 5:00 p.m. of the last business day prior to the meeting. Hearing impaired or TTY/TDD text telephone users may contact the Agency by dialing 711 for the California Relay Service (CRS) or by telephoning any other service providers' CRS telephone number.

VIEWING MEETINGS

Live meetings are broadcast via Zoom and are recorded. The recorded meetings schedule may be viewed at the City of Greenfield's website, [Greenfield, CA | Official Website](#).

AGENDA POSTING

The meeting agenda was posted on October 18, 2023 at the Greenfield Civic Center - 599 El Camino Real - Greenfield, CA 93927.

**South Salinas Valley Broadband Authority
Consent Agenda**

AGENDA ITEM: 5.a

AUTHORITY MEETING DATE: October 19, 2023

SUBJECT: Approval of August 3, 2023 SSVBA Draft Board Meeting Minutes

RECOMMENDATION: Motion to approve August 3, 2023 SSVBA Board Meeting Minutes.

ATTACHMENTS:

- August 3, 2023 SSVBA Draft Meeting Minutes

SOUTH SALINAS VALLEY BROADBAND AUTHORITY

**BOARD OF DIRECTORS
SPECIAL MEETING AGENDA**

**GREENFIELD COUNCIL CHAMBERS
599 EI CAMINO REAL
GREENFIELD, CA 93927**

**August 3, 2023
4:00 p.m. to 5:00 p.m.**

Zoom Link: <https://us02web.zoom.us/j/81428020419>

Webinar ID: 814 2802 0419

Passcode: N/A

1. Call to Order

Board President Lopez called the meeting to order at 4:05 p.m.

2. Pledge of Allegiance

All recited the Pledge of Allegiance.

3. Roll call

PRESENT: Board President Chris Lopez, Board Vice President Mike LeBarre, & Board Members Rios, Chavez, and White.

ABSENT: none.

4. Business from the Public

none.

5. Consent Items

- a. Approval of June 7, 2023 SSVBA Draft Board Meeting Minutes
- b. Consideration for future SSVBA Regular Meetings scheduled
 - i. SSVBA Regular Meeting October 19, 2023
- c. Consideration for approval of MBEP's consultant annual fees for July 2022-June 2023

- d. Consideration for approval of Aleshire & Wynder, LLP's legal counsel fees for May-July 2023
- e. Consideration for GSCA applying on behalf of the SSVBA for the Federal Funding Account/Last Mile Grant Program

A MOTION by Rios, seconded by Chavez to approve all Consent (5a-5e) Items, which included:

- June 7, 2023 SSVBA Board Meeting Minutes
- Future dates for SSVBA's Regular Meeting Dates for October 19, 2023
- Approval to authorize payment for MBEP's consultant annual fees for July 2022-June 2023
- Approval to authorize payment for Aleshire & Wynder, LLP's legal counsel fees for May-July 2023
- Approval to authorize GSCA to apply on behalf of the JPA for the Federal Funding Account/Last Mile Grant Program

The motion was unanimously approved.

6. Regular Agenda

- a. Resolution No. 2023-03: Electronic Signatures Authorization
 - i. Resolution authorizing the use of electronic signatures for conduct of business
 - ii. The report was delivered by Ameer Othman.
 - 1. Overview of the critical elements of the resolution for the board's consideration:
 - a. The Authority's Board expressed a desire to establish standards for when e-signatures may replace hand-written or wet signatures on SSVBA docs, thereby encouraging the use of paperless e-docs when appropriate and allowed by law.
 - b. Through the collaborative efforts of MBEP (Executive Director) and Aleshire & Wynder, LLP (General Counsel), staff had prepared Resolution No. 2023-03 authorizing the use of electronic signatures and defining the appropriate conditions for its use for the board's conduct of business.
 - c. Electronic Signature is not required to be subject to a digital certificate issued by a licensed certificate authority to authenticate signed electronic documents unless otherwise noted. It may also include scanned, faxed, or emailed copies of signatures.
 - d. This resolution broadly permits the use of electronic signatures. Still, in some circumstances, electronic signatures cannot be used, or only electronic signatures with a digital certificate may be used. Those items were outlined in detail in the resolution to inform the public and the board where electronic signatures can and cannot be used.

- e. The presentation was concluded with a recommendation to call for a motion to approve and adopt the resolution effective immediately.

A MOTION by LeBarre, seconded by White, to approve Resolution No.2023-03 to authorize the use of approved and outlined electronic signatures.

The motion was unanimously approved

b. National Telecommunication & Information Administration (NTIA) Presentation

- i. Overview of the Federal & State Broadband Funding in California
- ii. The report was delivered by Ameer Othman.
 - 1. On behalf of Gladys Palpallatoc, Federal Program Officer/State Lead for the National Telecommunications and Information Administration (NTIA), MBEP staff provided an overview of the Existing Federal & State Broadband Funding in California & how the (Digital Equity Act & BEAD Broadband Funding Plans) will fit into this all.
 - 2. The briefing provided covering various broadband implementation programs across the state of California and its two essential leading offices tasked to bridge the digital divide (CPUC & CDT)
 - 3. Various broadband programs administered by the CPUC discussed included:
 - a. California Advanced Services Fund (CASF)
 - b. Federal Funding Account (FFA)
 - c. Local Agency Technical Assistance Program (LATA)
 - d. Loan Loss Reserve Program
 - e. BEAD Program
 - 4. Various broadband programs administered by the CDT discussed included:
 - a. Statewide Middle-Mile Broadband Initiative (MMBI)
 - b. Digital Equity Act Programs
 - 5. The report was concluded by sharing key California dates and timelines for both the state's BEAD and Digital Equity Plans.
 - 6. No action was recommended or included in this item. The presentation was simply for informational purposes.

7. Executive Director's Report

- a. SSVBA Banking Update
 - i. Successful addition of new city of Gonzales City Manager Carmen Gil as a signatory
 - ii. SSVBA Public Account Balance Update (as of August 01, 2023)
 - iii. SSVBA Invoicing for FY 2023-2024
 - iv. The report was delivered by Ameer Othman.

1. The report aimed to update the board on the banking updates since the previous meeting on June 7, 2023.
 - a. Following direction from the board, MBEP staff successfully removed the former City Manager of Gonzales, Trevin Barber, as a signatory and added the new City Manager of Gonzales, Carmen Gil, to the JPA's Public Account.
 - b. MBEP staff updated the SSVBA's latest account balance, as of August 1, 2023, totaling \$125,000.
 - c. MBEP staff shared that the FY 2023-2024 invoicing will be sent out to the five JPA members in the coming days.
 - i. Per the original signed agreement forming the SSVBA, each of the four-member cities and the county of Monterey agreed to provide the necessary capital to initially fund the operations of the Authority during Fiscal Years 2022-2023, 2023-2024, and 2024-2025.
 - ii. Members will be expected to contribute \$25,000 each to ensure the financial sustainability of the JPA moving forward.
 - d. No action was recommended or included in this item. The updates were to share the latest on the various banking and financing items for the board.

- b. MBEP Housing White Paper was released in June 2023
 - i. MBEP's Housing White Paper:
 1. ["Practical Housing Policy: Increasing Supply and Affordability"](#)
 - ii. MBEP's Housing White Paper:
 1. ["Practical Housing Policy: Increasing Supply and Affordability - Executive Summary"](#)
 - iii. The report was delivered by Ameer Othman.
 1. Given the growing importance and need for expanding broadband access and deployment and developing affordable housing in the region, MBEP's white paper released in June of 2023 was recommended for the board's review and to note.
 2. MBEP staff shared the links to the board and the public to access both the complete document for MBEP's Housing White Paper and the Executive Summary for MBEP's Housing White Paper.
 3. No action was recommended or included in this item. The documents brought to the board and public's attention were simply for informational purposes.

8. Board of Directors' Report

none.

9. Future Agenda Items

- a. Legal Counsel's presentation on governing requirements for the JPA and suggested considerations for expanded policy suggestions
 - i. Roy C. Santos (Aleshire & Wynder, LLP) shared the general counsel's efforts along with MBEP staff to complete internal reviews of the Authority's documents and agreements to present during the October Regular Meeting to the board an overview of their governing requirements and potentially conclude it with recommendations for expanded policy suggestions for the board to provide direction on.
- b. Crown Castle Dark Fiber Project Updates
 - i. MBEP staff were unable to reach the Crown Castle team to receive the requested updates for the meeting on August 3, 2023. As noted by Ameer Othman, updates on the latest items for the dark fiber project across the JPA member cities and county will be provided at the next meeting on October 19, 2023.

Adjournment

Meeting was adjourned by Board President Lopez at 4:29 p.m.

MEETING ACCOMMODATION

Disability-related modification or accommodation, including auxiliary aids or services, may be requested by any person with a disability who requires modification or accommodation in order to participate in the meeting. Requests should be referred to MBEP Staff, Ameer Othman, at aothman@mbep.biz as soon as possible but by no later than 5:00 p.m. of the last business day prior to the meeting. Hearing impaired or TTY/TDD text telephone users may contact the Agency by dialing 711 for the California Relay Service (CRS) or by telephoning any other service providers' CRS telephone number.

VIEWING MEETINGS

Live meetings are broadcast via Zoom and are recorded. The recorded meetings schedule may be viewed at the City of Greenfield's website, [Greenfield, CA | Official Website](https://www.greenfield.ca.gov/Official-Website).

AGENDA POSTING

The meeting agenda was posted on [date and time] at the [location].

**South Salinas Valley Broadband Authority
Consent Agenda**

AGENDA ITEM: 5.b

AUTHORITY MEETING DATE: October 19th, 2023

SUBJECT: Consideration for approval of MBEP's consultant annual for first quarter of FY 2023-2024

BACKGROUND: Annual fee (\$100,000) for Monterey Bay Economic Partnership's role as the Executive Director for the JPA - July 2023-June 2024. Quarterly fee for first quarter amounts to (\$25,000).

ATTACHMENTS: N/A

**South Salinas Valley Broadband Authority
Consent Agenda**

AGENDA ITEM: 5.c

AUTHORITY MEETING DATE: October 19th, 2023

SUBJECT: Consideration for approval of Aleshire & Wynder, LLP's legal counsel fees for August-September 2023

RECOMMENDATION: Motion to submit and pay the legal counsel fees for August-September 2023

BACKGROUND: As of September 25th, 2023, the legal services rendered for the professional services provided by Aleshire & Wynder, LLP amounts to \$1,650. The accumulated total amount due is through the months of August-September 2023.

ATTACHMENTS: N/A

**South Salinas Valley Broadband Authority
Regular Agenda**

AGENDA ITEM: 6.a

AUTHORITY MEETING DATE: August 3rd, 2023.

SUBJECT: Approval of 2024 SSVBA Regular Meetings Dates & Times.

PREPARED BY: MBEP Staff.

RECOMMENDATION: Motion to approve the proposed times/dates for SSVBA Regular Meetings for 2024.

- Proposed Scheduled Dates/Times for 2024:
 - February 15, 2024 / 1 p.m. - 2 p.m.
 - April 18, 2024 / 1 p.m. - 2 p.m.
 - July 18, 2024 / 1 p.m. - 2 p.m.
 - October 17, 2024 / 1 p.m. - 2 p.m.

ATTACHMENTS:

- N/A.

**South Salinas Valley Broadband Authority
Executive Director's Report**

AGENDA ITEM: 7.a

AUTHORITY MEETING DATE: October 19th, 2023.

SUBJECT: MBEP Broadband White Paper was released on October 3rd, 2023.

PREPARED BY: MBEP Staff.

BACKGROUND:

- MBEP's Broadband White Paper:
 - ["State of Broadband in the Monterey Bay Region"](#)
- MBEP's Broadband White Paper - Executive Summary:
 - ["State of Broadband in the Monterey Bay Region - Executive Summary"](#)

RECOMMENDATION: N/A.

ATTACHMENTS: N/A.

**South Salinas Valley Broadband Authority
Executive Director's Report**

AGENDA ITEM: 7.b

AUTHORITY MEETING DATE: October 19th, 2023.

SUBJECT: MBEP's 9th Annual State of the Region Event will be held on November 2nd, 2023.

PREPARED BY: MBEP Staff.

BACKGROUND:

- [MBEP's 9th Annual State of the Region Eventbrite Page](#)
- About this event:
 - MBEP's 9th Annual State of the Region event will take place in person on Thursday, November 2, 2023, from 9 a.m. to 5 p.m. at the Embassy Suites in Seaside.
 - This year's State of the Region event will feature a diverse range of topics aimed at driving regional economic recovery and development. We will explore strategies for ensuring housing for all, reducing the digital divide, and examining the impact of policy and legislation on our region. The event promises to be an informative and engaging experience for all attendees.
 - Board President Lopez will feature as one of the panelists for our broadband discussion and will be a keynote speaker on the importance of childcare development and investment.

RECOMMENDATION: N/A.