

**Iowa Telecommunications & Technology Commission  
Grimes State Office Building, 1st Floor  
400 E. 14th Street, Des Moines, IA 50319**

**FINAL**

**June 18, 2014**

To ensure the most efficient use of State resources, the June 18, 2014 ITTC meeting was held via conference call pursuant to Iowa Code section 21.8. Conference call also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance at the Grimes State Office Building.

**Commissioners Present:**

Richard Bruner, Chair (on-site)  
Timothy Lapointe, Member (via teleconference)  
Mary Sellers, Member (via teleconference)  
Kathleen Kohorst, Member (via teleconference)  
Mary Mosiman, Ex-Officio Member (via teleconference)  
Kelly Dolan Lange, Member (via teleconference)

**Iowa Communications Network (ICN) Staff Present:**

Ric Lumbard, Acting Executive Director, Network Operations and Engineering Director  
Mark Johnson, Administration Director  
Philip Groner, Business Services Manager  
David Marley, Network Operations and Engineering Manager  
Deb Evans, Chief Financial Officer  
Jontell Harris, Government Relations Director  
Lori Larsen, Communications Director  
Karen Alessio, Secretary (Recorder/Minutes)

**Guests:**

Meghan Gavin, Attorney General's (AG) Office  
Sean Cory, CenturyLink  
Kelly Dial, CenturyLink  
Joe Coon, Mississippi Bend Area Education Agency AEA (via video conference)  
Dave Heuton, Legislative Services Agency (LSA)

**Call to Order**

Commissioner Bruner called the meeting to order at 10:29 a.m. It was noted that a quorum of members was present for the meeting. Approval of the minutes was tabled until the next ITTC meeting in July.

**Old Business:**

**Network Managed Services Request for Proposal (RFP) Update – Mark Johnson**

The evaluation team is reviewing bids, that task should be completed by early next week. The team is agreeing on a consensus evaluation to review the bids and determine a recommendation to present to the Acting Executive Director.

**Chair Bruner:** A recommendation will be presented at our next meeting?

**Mark Johnson:** Yes.

**FirstNet Update - Ric Lumbard**

The FirstNet process is continuing as ICN is in the middle of the state consultation. Craig Allen from Illinois was named the new state-wide Inoperability Coordinator, proceeding Jim Bogner who will be retiring at the end of June. Several meetings have taken place. On Friday, June 20, ICN will present FirstNet a full invitation package inviting FirstNet to come on-site and continue to the next phase of the consultation. The FirstNet team will be coming on-site in July to work within the State and Governor's Office. Currently, ICN

is waiting to see what type of approval level is required for FirstNet. Is Legislative approval required or is this similar to a Federal Grant that the Governor could approve? Since this is a state initiative, ICN has been active in the planning process. A team within the ICN is being assembled to specifically be available to address issues related to this process, very similar to the Broadband Technology Opportunities Program (BTOP).

**Commissioner Bruner:** Has ICN appointed a co-chair?

**Ric Lumbard:** Yes, I will be serving as co-chair for the committee.

#### **Broadband Summit Update: Ric Lumbard**

Governor Brandstad attended the Broadband Summit and spoke on Broadband in the State of Iowa. He reiterated his commitment to bringing forth a Broadband Act in the state. Governor Brandstad has stated that since Iowa has a strong asset in the state, it should be utilized and available to all. The Governor used language for repurposing which is beneficial to the ICN and is currently in line as to what direction the ICN is directed. Ric Lumbard and Mark Johnson met with the new Legislative liaison concerning future Legislation regarding the ICN within the broadband conversation in the state of Iowa.

John Deere presented a strong and fascinating presentation. John Deere has implemented advanced technology in their tractors and combines. Users regulate their seed and herbicide prescriptions online, check weather and download other information inside the tractor. The rural broadband story took on a different view when it was explained that the future of agriculture in Iowa is going to require broadband in the middle of Iowa's fields.

Wireless Broadband was discussed. Several representatives discussed where cellular is directed, what it can and cannot do and wide space was also mentioned. Ric felt that the summit was strong, valid and current with where the industry is and where ICN needs to be.

**Phil Groner:** Two ICN users received awards at the Summit. The Sac and Fox Tribe received a Broadband award from Connect Iowa for being the first tribe in the nation to own and implement a Gigabit Community Network. In addition, Howard-Winneshiek Community School District received an award at the Summit for efforts in helping to foster high-speed broadband adoption and use in Iowa.

#### **New Business:**

##### **ITE Help Desk Assistance - Ric Lumbard**

ICN is in an agreement with Information Technology Enterprise (ITE) and the office of the Chief Financial Officer (CIO) deciding if ICN's Network Operations Center (NOC) services could augment their Help Desk by providing proficiencies and relieving work load in their state-wide Help Desk services. Vicki Wallis has worked on this for several months, developing background checks and everything that is required for ICN's contracted NOC to provide levels of services while maintaining high levels of proficiency that is provided to our NOC statewide. This process has already started during nights and weekends. ICN has begun taking calls and has trained staff; it appears to be running smoothly. Other than a few minor difficulties we believe that we have a model that may work long term.

##### **Executive Director Search - Chair Bruner**

Commissioner Bruner met with the ICN Human Resource (HR) Representative and the Assistant Attorney General and established a process for the search for a new Executive Director. The established process meets the State of Iowa's requirements. Commissioner Bruner made a recommendation to the Commission to get a reaction if a consensus for the search of an Executive Director could be reached. The ideal number of people for the subcommittee would be three as it would not be a quorum. Commissioner Bruner volunteered to chair the committee; he requested two volunteers from the Commission and they would meet as the subcommittee. The subcommittee would move forward with HR reviewing the candidates, then making a recommendation to the Commission who would vote for the candidates that were selected. Commissioner Bruner asked the Commission if anyone had any questions or suggestions.

**Additional Comments:**

**Commissioner Lapointe:** Commissioner Lapointe confirmed that the subcommittee would consist of two ITTC Commission Members, ICN's HR Representative and the Assistant Attorney General. Commissioner Lapointe stated that the Commission would rely heavily upon the HR Representative and Legal Services Assistant for direction upon hiring a new Executive Director.

**Commissioner Kohorst:** Commissioner Kohorst stated the importance of receiving information during the interview process from ICN's HR Representative and Legal Services Assistant to keep the Commission abreast during the process.

**Meghan Gavin:** Only the Commission has the hiring authority for the Executive Director. If a subcommittee is used for the process, ultimately a vote from the Commission will take place in open session. The Commissioners will have all the tools and information necessary to make an informed and educated decision. The Commission will also decide how involved the subcommittee will be in the hiring process.

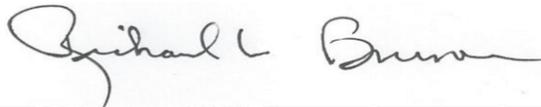
**Commissioner Bruner:** The ITTC Commission has a lot of liberty concerning the subcommittee interviewing process. Commissioner Bruner's intention is to keep the Commission up-to-date with the candidates in addition to moving forward with the interview process. Should any of the Commissioners not volunteer for the subcommittee, Commissioner Bruner will assign two commissioners to the committee.

Each of the commissioners stated that they were in agreement on the creation of a subcommittee and that the subcommittee should present selected candidates for the position to the Commission.

Adjournment

Commissioner Kohorst moved that the meeting be adjourned. The ITTC meeting adjourned at 10:58 a.m.

ATTESTED TO:



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Richard Bruner, Chair, Iowa Telecommunications and Technology Commission