GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

December 14, 2021 at 1:30 p.m.
LCRA Service Center at 3505 Montopolis, Austin, Texas 78744
Building A, Room A502/503
Teams Videoconference link provided 72 hours prior to meeting on homepage of www.gaatn.org
Remote audio-only option for public access: (512) 831-7858, Access Code: 721 787 978#

MINUTES

1. **Call to Order (Including a roll call)**
   GAATN Technical Subcommittee Chairman Jaime Guerra called the meeting to order at 1:30 p.m.
   The following announced as present at the start of the meeting:
   Jaime Guerra, on behalf of UT-Austin (on site)
   Bo Kinsey, on behalf of Travis County (remote)
   Dain Herbat, on behalf of Travis County (remote)
   Gary Weseman, on behalf of Austin Community College (remote)
   John Kohlmorgan, on behalf of Austin ISD (remote)
   Harold Nall, on behalf of UT-Austin (remote)
   Steve Pyle, on behalf of State of Texas DIR (remote)
   Carlos DeMatos, on behalf of GAATN (remote)
   A quorum was established at roll call.
   Chris Phillips, on behalf of LCRA (remote) – joined at 1:35 p.m.
   GAATN Contractors:
   Chris Gonzales, on behalf of BryComm (remote)
   Doug Wilson, on behalf of JC Communications (remote)

2. **Citizen Communications:** There were no citizen communications.

3. **Review and approve minutes from the regular Technical Subcommittee meeting of November 16, 2021**
   Dain Herbat moved to approve the draft minutes as presented; Steve Pyle seconded the motion and it passed unanimously.

4. **Maintenance Contractor's Report**
   A. **Maintenance report**
      Chris reported that, since the last meeting, the maintenance contractor has completed inspections of B1S and B2S with 11 corrected deficiencies between the two rings. There was nothing out of the ordinary to report.
   B. **Inventory report**
      Chris reported that, on December 6, they used 1,220 feet of AISD's 36-strand fiber for the C1N node repair at Gus Garcia Middle School. This was the only change to the inventory report.

5. **Network Manager's Report**
   A. **GAATN Backup NOCC status update**
      Carlos reported that the NOCC is 25% activated, since A1N has been completed. The other three rings are scheduled to be added to the room and activated from mid to late January. Also, the smaller installations, such as the camera and card reader, are scheduled to be installed at the same time. Management is waiting to get a COA network drop in the room to be able to install a land line and Wi-Fi access to allow entity network analysts to troubleshoot their circuits if needed. Gary asked if

any other entities had any issues like he had reported this morning; Carlos said no and that he would discuss the ACC issue during the network status report. Carlos said the activation of all four rings should be completed by January 26 and that is when it will be considered fully operational and entities can install their equipment.

B. Project status report

Carlos reported on the following upcoming and recently completed projects:

- A1N activation in Backup NOCC – completed 12/9
- D1N 3707 Goodwin Heritage Tree relocation – completed 12/11
- SRS activation in Backup NOCC – scheduled to complete 1/12
- SRN activation in Backup NOCC – scheduled to complete 1/19
- A2N activation in Backup NOCC – scheduled to complete 1/26
- AISD B1S new Blazier node replacement – completed 12/7

Jaime said he did not see UT's C1N project for Pickle Research Campus and asked Carlos to add it. Jaime said he is hopeful this project will take place in January.

C. Network status report

Carlos said a couple things happened during the weekend. First, ACC had some issues with a circuit that has not come up and Brycomm is currently troubleshooting that issue. Second, AISD had an issue on C1N, but that has been since corrected; it was a broken fiber in the node cable. Jaime asked why the ACC issue happened over the weekend; Carlos said ACC does not routinely monitor that circuit so it took a while to come to their attention.

D. Job budget report

Carlos reported that management is tracking 34 jobs, 10 of which are completed, totaling $1.57 million and expecting to recover $345k. $736k was approved in FY22 and the remaining was carried over from previous fiscal years.

6. Committee Chairperson's Update – discussion and possible action on:

A. Seeking recommendation for COA new site at A1N COA Lions Golf Course entity-specific project at no cost to GAATN

This item was discussed in executive session. Upon reconvening in open session, Gary Weseman moved to recommend for Board approval the COA new site at A1N COA Lions Golf Course entity-specific project at no cost to GAATN; Steve Pyle seconded the motion and it passed unanimously.

B. Seeking recommendation for permanent repair on B1N at 11604 Stonehollow Drive at cost not to exceed $51k

This item was discussed in executive session. Upon reconvening in open session, Gary Weseman moved to recommend for Board approval the permanent repair on B1N at 11604 Stonehollow Drive at cost not to exceed $51k; Steve Pyle seconded the motion and it passed unanimously.

C. Backup NOCC maintenance agreement subcommittee request

Carlos said that management is requesting a subcommittee to review the maintenance agreement and make recommendations to the Technical Subcommittee and Board. Steve Pyle, Gary Weseman and Bo Kinsey volunteered to be on the subcommittee.

D. Agreement between City of Austin and GAATN for maintenance of the GAATN Backup NOCC

Carlos reported that management has met with the COA Data Center Operations and they have brought up several maintenance quotes and service levels, which is why management wanted a subcommittee to review these items and make recommendations.

E. GAATN project priorities

Carlos said management was asked to send out the most recent priority rankings and ask for updates. Frank sent the rankings out and only one entity responded with different rankings than 2019. This did however, change the overall rankings and now the outer ring projects are all ranked at the bottom. SRS upgrade is the next project priority.

F. **Definition of emergency in regards to cancelling maintenance or projects on the network**
Carlos said that several entities have requested postponements for projects recently. As much as management tries to accommodate each entity's request, there are times when GAATN's needs should be prioritized especially when it comes to permitting. For instance, management was recently asked to postpone the A1N Backup NOCC activation, however postponement would have further delayed the NOCC activation and cost additional money and caused a permitting issue. Carlos said management is looking to define what constitutes an emergency for cancelling a project. He is looking to bring this back to the Technical Subcommittee at a later meeting. He asked members to send him any comments or suggestions regarding this issue. Gary asked Carlos to be sure to include any previous policies on cancelling work.

7. **Executive Session**: At 1:56 p.m., Jaime Guerra adjourned the GAATN Technical Subcommittee for closed session, under Tex. Gov't Code sections 551.089 and 418.181 ("H.B. 9"), to preserve confidentiality as permitted by law regarding Agenda Items 6A and 6B.

   At, 2:03 p.m., Jaime Guerra reconvened the Technical Subcommittee in open session. Agenda items 6A and 6B were the only items discussed. Any further discussion held or action taken on agenda items discussed in executive session will be noted in the summary for that agenda item.

8. **Updated roll call upon reconvening in open session (only if Executive Session taken)** All members present at the initial roll call also announced as present at the updated roll call.

9. **Confirm date, time, and location for the next Technical Subcommittee meeting as January 25, 2022 at 1:30 p.m. at LCRA Service Center 3505 Montopolis, Bldg A, Room A502/503 Austin, Texas and via Microsoft Teams Videoconference.**
   The date, time and location for the next Technical Subcommittee were confirmed; the meeting adjourned at 2:07 p.m.