

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

MEETING HELD April 20, 2021 at 1:30 p.m.

Via Teleconference at (512) 831-7858 Conference ID: 368 374 534#

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:

Steve Pyle, on behalf of State of Texas DIR

Ruben Reyes, on behalf of City of Austin

Jaime Guerra, on behalf of UT-Austin

Gary Weseman, on behalf of Austin Community College

Bo Kinsey, on behalf of Travis County

Mace Royston, on behalf of Lower Colorado River Authority

Harold Nall, on behalf of UT-Austin

Frank Ammons, on behalf of GAATN

Sarah Eichelberger, on behalf of GAATN

Carlos DeMatos, on behalf of GAATN

A quorum was established at roll call.

GAATN Contractors:

Chris Gonzales, on behalf of BryComm LLC

2. Citizen Communications: There were no citizen communications.

3. Review and approve minutes from the regular Technical Subcommittee meeting of March 23, 2021

Gary Weseman moved to approve the draft minutes as presented; Steve Pyle seconded the motion and it passed unanimously.

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

A. City of Austin Telecommunications and Regulatory Affairs discussion

Khotan Harmon introduced herself as the 2021 Leadership Austin Digital Inclusion Fellow at City of Austin. She discussed other municipalities that are working to address digital inclusion of those hardest hit by the COVID 19 pandemic with respect to broadband connectivity. She said the city is looking at what it can do within the limits of legislation to address the issue and who should be involved in this initiative. She said she would like to speak with any member of GAATN who is interested in discussing this initiative. Frank said he would send out her presentation and contact information to all of the members.

B. Project timelines regarding Austin Energy and fiber lead times

Frank reviewed a handout showing the process for completing a GAATN MAC project from approval by the Board to completion. He noted that the typical process takes anywhere from 39 to 57 weeks on average which includes 29 to 47 weeks for Austin Energy and Right-of-Way permitting. Jaime asked about fiber lead times. Frank noted that fiber lead times can be up to 26 weeks, but since contractors are ordering the fiber as soon as they are awarded the jobs, that leaves plenty of time to get the fiber while the project is going through the AE and ROW approval processes. Frank also reviewed two examples of actual GAATN projects and their timelines. The first one was a segment for A1N which took 41 weeks from Board approval to completion. The second one was a permanent repair that required a pole changeout from AE and thus took 79 weeks to complete. Frank noted for

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planning purposes, GAATN projects can take anywhere from 9 to 18 months to complete. Jaime said this information was helpful for planning purposes.

C. GAATN Advanced 1 Bentley drafting process

Frank noted that at the last evaluation, members requested that the process for Bentley drafting with Advanced 1 be documented. Frank reviewed the handout showing the monthly process for updating GAATN's Bentley with Advanced 1.

D. GAATN Tie-cable by entity list

Frank said five of the seven members have responded to him, and he assumes that the two that haven't responded don't have any changes to the list. He said that management will work with the contractors to compile any as-builts for tie cables that are not already in Bentley and he hopes that can be wrapped up by the next Tech meeting.

E. GAATN Disaster Recovery Subcommittee update

Frank reported that the subcommittee (consisting of Frank, Mace and Jaime) had a productive meeting last week. Some of the key items they discussed were: remote meeting access; City of Austin conference bridge for emergency communications; establishing authority to declare an emergency for GAATN; emergency access to disaster recovery funds by the network manager or GAATN Board Chair or Vice Chair; creating a priority recovery matrix for GAATN that ranks the most pertinent entity services and fibers; and establishing which members have access to relevant construction equipment. Frank said the subcommittee is also looking at outsourcing the creation of a comprehensive disaster recovery plan to one of the GAATN entities – such as City of Austin, Travis County or LCRA – or potentially issuing an RFP or RFQ to procure services from a third-party consultant. Frank said the subcommittee will meet every other week and they will continue to keep the Tech committee updated.

5. Maintenance Contractor's Report

A. Maintenance report

Chris reported that, since the last meeting, the maintenance contractor completed inspections on D1N and SRN with 17 corrected deficiencies between the two. He said there was nothing out of the ordinary to report.

B. Inventory report

Chris said there were no changes to this report since the last meeting.

6. Network Manager's Report

A. GAATN Backup NOCC Status Update

Frank reported that an internal meeting was held with the COA Data Center Operations group and reviewed generator maintenance, card readers and security. Frank said he is setting up a meeting with the Convention Center group, the data center group and other relevant city departments to discuss everyone's roles and responsibilities concerning the backup NOCC. Steve asked Frank to post progress pictures on SharePoint.

B. Project status report

Frank reviewed the following upcoming and recently completed projects:

- B1S splice case audit – ongoing through 4/22
- A1N upgrade segment 13 – scheduled to complete 5/3
- A1N upgrade segment 5 – scheduled to complete 5/5
- A1N upgrade segment 3 phase 1 – scheduled to complete 5/11
- A1N upgrade segment 3 phase 2 – scheduled to complete 5/19
- SRN permanent repair at IH35 and Camino La Costa – completed 4/7
- B2S TxDOT SH71 at SH130 relocation – completed 3/19

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- UT D1N John Chase Building new node install – completed 4/19

C. Job budget report

Sarah reported that management was tracking 36 jobs totaling \$1.8 million and expecting \$276k in recoveries. She said management will try to nail down which jobs will be completed in FY21 by the May Board meeting.

7. Executive Session: There was no executive session.

8. Confirm date, time, and location for the next Technical Subcommittee meeting as May 18, 2021 at 1:30 p.m. via teleconference.

The date, time and location for the next regular Technical Subcommittee meeting were confirmed; the meeting adjourned at 2:14 p.m.