

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

June 15, 2021 at 1:30 p.m.

Via Teleconference at (512) 831-7858 Conference ID: 794 664 986#

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:

Gary Weseman, on behalf of Austin Community College

Dain Herbat, on behalf of Travis County

Anthony Breckenridge, on behalf of City of Austin

Jaime Guerra, on behalf of UT-Austin

John Kohlmorgan, on behalf of Austin ISD

Steve Pyle, on behalf of State of Texas DIR

Harold Nall, on behalf of UT-Austin

Sarah Eichelberger, on behalf of GAATN

Frank Ammons, on behalf of GAATN

Carlos DeMatos, on behalf of GAATN

A quorum was established at roll call.

Bo Kinsey, on behalf of Travis County – joined at 1:39 p.m.

GAATN Contractors:

Doug Wilson, on behalf of JC Communications

Chris Gonzales, on behalf of BryComm

2. Citizen Communications: There were no citizen communications.

3. Review and approve minutes from the regular Technical Subcommittee meeting of May 18, 2021

Gary Weseman 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 the maintenance contractor completed inspections on A2N and B1N; they corrected 16 deficiencies between the two rings.

B. Inventory report

Chris said the maintenance contractor used 1,104 feet of reel 709 for the SRN emergency repair at Hwy 290 and Cameron Road on 5/29.

5. Network Manager's Report

A. CBI and CJIS compliance changes with the City of Austin

Frank reported that there is a new two-step process for CJIS clearance for COA, and he sent emails to all members and contractors notifying of that process change. He said the first step is that COA will set up your entity as an administrator within the CJIS system and then City will notify the admin of each entity if they are not compliant thereafter. He asked all members and contractors to send their admin contact information (name, email and phone number) so that APD can contact them and set up their accounts. Step two of the process is to go to www.cjisonline.com to log in; however, if this is their first time logging in, entities must provide the name and email of anyone who needs to

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log in for training so they can get set up in the system. He said the process for CBIs remains the same with the exception that CTM will now monitor the list; APD will send notifications to management when CBIs are not cleared and will maintain the list of those who are active. Management sent out notifications of entity/contractor employees whose access is expired or expiring. Jaime asked if these background checks are required to access any COA sites; Frank said yes. Jaime asked if escorting is allowed; Frank said only COA badged employees are allowed to escort and that is only recommended in the event of an emergency. The recommended process is for anyone accessing a COA facility to be CBI cleared and badged to access the facility themselves. John asked Frank to discuss how each entity's CJIS and CBI requirements apply to COA and also why a GAATN entity employee who is badged and cleared could not escort a vendor into a COA site. Frank said there are two types of certifications, level 2 and level 4, that are accepted by APD for entity employees and vendors. He said Travis County also requires CJIS certification and so if they are CJIS certified by Travis County that will suffice for COA. Frank said there is not a process in place for entity members to escort vendors in COA facilities, but management is working with the CTM group to create a standard operating procedure for this entire process. However, as of now, the answer is a firm no, badged members may not escort vendors into COA facilities. Frank said management understands the members' concerns and will continue to work with COA and CTM to address the issue. John asked about the frequency of the certification renewals; Frank said it's every two years. Frank asked members to make sure they get him the information he has requested via email. John asked if there is a way to generate a report from the CJIS online site that shows who has completed the training from each entity; Frank said he would look into that and will follow up.

B. GAATN Austin Energy pole applications update

Frank said that he and Ruben met with the new acting CTM Deputy CIO over infrastructure, who is an AE executive, and they discussed the issues GAATN has had with AE over the past few years. He was very familiar with GAATN and the AE delays and denials. Frank said the manager who had previously overseen that department has left and the new manager is someone he has worked with and thus he is hopeful that things will get better with regards to pole applications. Frank noted that he, Ruben, and the acting Deputy CIO will be meeting with AE next week regarding these issues.

C. GAATN Backup NOCC status update

Frank reviewed the two-week look ahead construction schedule. Per a Board member's request, he also reviewed a cost summary showing how much was estimated for the backup NOCC construction and how much has been expended to date. Jaime asked about the card reader; Frank said that was included in the amount paid to the COA for the NOCC construction but it was not captured in this handout because it has not yet been expended. Frank said management has scheduled two walk throughs for Board and Tech members and has sent out invites.

D. Project status report

Frank reported on the following upcoming and recently completed projects:

- B1S splice case audit – this is complete and management is awaiting documentation.
- SRN emergency repair at Hwy 290 and Cameron – completed 5/28
- A1N upgrade segment 3 phase 1 – completed 6/9
- AISD D1N Sanchez Elementary renovation – completed 6/10

E. Job budget report

Sarah reported that management is tracking 38 jobs for FY21 totaling \$1.8 million. Of those 38 jobs, 18 have been completed and GAATN has been invoiced for \$806k of the \$1.8 million awarded. Approximately \$1 million in encumbrances will be carried over to FY22.

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

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A. Seeking recommendation for COA new node at B2S Marshalling Yard entity-specific project at no cost to GAATN

This item was discussed in executive session for protected infrastructure design review under Texas Government Codes 551.089 and 418.181. Upon reconvening in open session, Jaime Guerra moved to recommend for Board approval the COA new node at B2S Marshalling Yard entity-specific project at no cost to GAATN; Gary Weseman seconded the motion and it passed unanimously.

B. Seeking recommendation for UT new node on A1N at Colorado Apartments entity-specific project at no cost to GAATN

This item was discussed in executive session for protected infrastructure design review under Texas Government Codes 551.089 and 418.181. Upon reconvening in open session, Jaime Guerra moved to recommend for Board approval the UT new node on A1N at Colorado Apartments entity-specific project at no cost to GAATN; Gary Weseman seconded the motion and it passed unanimously.

C. Seeking recommendation for UT new node on A1N at Gateway Apartments entity-specific project at no cost to GAATN

This item was discussed in executive session for protected infrastructure design review under Texas Government Codes 551.089 and 418.181. Upon reconvening in open session, Jaime Guerra moved to recommend for Board approval the UT new node on A1N at Gateway Apartments entity-specific project at no cost to GAATN; Gary Weseman seconded the motion and it passed unanimously.

D. Seeking recommendation for one of two options for GAATN SRN Permanent Repair HWY 290 at Cameron

This item was discussed in executive session for protected infrastructure design review under Texas Government Codes 551.089 and 418.181. Upon reconvening in open session, Jaime Guerra moved to recommend for Board review and approval two options for GAATN SRN Permanent Repair at Hwy 290 and Cameron Road; Gary Weseman seconded the motion and it passed unanimously.

E. GAATN conduit use at Crockett High School Super Node Site

This item was discussed in executive session for protected infrastructure design review under Texas Government Codes 551.089 and 418.181. Upon reconvening in open session, Jaime Guerra moved to approve the use of GAATN conduit at Crockett High School Super Node Site; Gary Weseman seconded the motion and it passed unanimously.

- 7. Executive Session:** At 1:59 p.m., GAATN Technical Subcommittee Chairman 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, 6B, 6C, 6D and 6E.

At 2:46 p.m. Jaime Guerra reconvened the GAATN Technical Subcommittee in open session. Agenda Items 6A, 6B, 6C, 6D and 6E were the only items discussed in closed session. Any further discussion held or action taken on agenda items discussed in executive session is noted in the summary for each agenda item.

- 8. Confirm date, time, and location for the next Technical Subcommittee meeting as July 27, 2021 at 1:30 p.m. via teleconference.**

The date, time and location for the next Technical Subcommittee were confirmed; the meeting adjourned at 2:49 p.m.