GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

September 15, 2020 upon conclusion of the Special-Called Board Meeting,
not later than approximately 2:30 p.m.
Via Teleconference at (512) 831-7858 Conference ID: 240 569 547#

MINUTES

1. **Call to Order:**
   GAATN Technical Subcommittee Chairman Jaime Guerra called the meeting to order at 1:58 p.m.
   The following announced as present at the start of the meeting:
   Dain Herbat, on behalf of Travis County
   Gary Weseman, on behalf of Austin Community College
   Steve Pyle, on behalf of State of Texas DIR
   Bruce Hermes, on behalf of City of Austin – left meeting at 3:00 p.m.
   Jaime Guerra, on behalf of UT-Austin
   John Kohlmorgan, on behalf of Austin ISD
   Bo Kinsey, on behalf of Travis County
   Brian Rose, on behalf of Austin Community College
   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.
   Members of the public:
   Wayne Wedemeyer, on behalf of UT-Austin
   Doug Wilson, on behalf of JC Communications
   Chris Gonzales, on behalf of BryComm
   Joining after roll call:
   Mace Royston, on behalf of LCRA

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

3. **Review and approve minutes from the regular Technical Subcommittee meeting of August 18, 2020**
   Gary Weseman moved to approve the draft minutes from the August 18, 2020 Technical Subcommittee meeting; Jaime Guerra 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 completed inspections on B2S, C1N, and C1S. Jaime asked if these inspections were separate from the testing; Chris said yes, they are separate.
   B. **Inventory report**
      Chris reported that they used 537 ft of COA fiber for the repair at the Austin Resource Recovery site. There were no changes to the GAATN inventory since the last meeting.

5. **Network Manager's Report**
   A. **Project status report**
      Frank reviewed the following upcoming and recently completed items:
      - A1N node replacement at UT NOCC – scheduled to complete 9/16

- C1S resplicing several cases to activate TC fibers – completed 9/10
- AISD C1N VXChange Co/Loc Secondary entrance – scheduled to complete 9/14
- UT C2S Johnson Wildflower Center – scheduled to complete 9/17
- COA B1N Planning and Development Center – completed 8/15
- ACC B2S Node to Cyrus One MET3 – completed 8/25
- UT B1N/C1N Pickle Research Center – completed 8/21

Jaime said that if Harold has already reached out to members that utilize that A1N cable on the UT campus that are expected to experience an outage.

B. Job budget report

Sarah reported that management is tracking 26 jobs totaling $1.36 million and is expected to recover $214k from those jobs, leaving $176k remaining for additional jobs for FY21. Jaime announced that the Technical Subcommittee will address Agenda Item 6C next before moving onto discussing Agenda Items 6A and 6B in executive session.

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

A. Seeking recommendation for C1N permanent repair for underground facilities at Johnny Morris and HWY 290

This meeting was discussed in executive session for design review under Texas Govt. code 551.089 and 418.181. Upon reconvening in open session, Gary Weseman moved to recommend for Board approval the C1N permanent repair for underground facilities at Johnny Morris and HWY 290 for an amount not to exceed $53k; Dain Herbat seconded the motion and it passed unanimously.

B. Seeking recommendation for B2S allocation of strands at Cyrus One

This meeting was discussed in executive session for design review under Texas Govt. code 551.089 and 418.181. Upon reconvening in open session, Gary Weseman moved to approve the B2S allocation of strands at Cyrus One based on color code; John Kohlmorgan seconded the motion and it passed unanimously.

C. Procedure for submission of entity-specific projects for Bentley drafting

Frank reviewed the draft procedure for entities to submit their projects for drafting in Bentley. Jaime asked if there was a particular format that as-built should include; Frank said when an as-built is submitted, then Advanced 1 will contact the submitter with any questions. Carlos said the contractor should be submitting PDF as-builts, which would include location of slack, tick marks, etc., to the entities once they complete a project. Jaime said he hasn't requested as-builts; Frank said hopefully this procedure will shore this up the documentation for the entities and ensure their fiber is getting accurately captured in Bentley. Jaime said he engages the vendors through a purchase order because his purchasing department will not allow him to leverage the GAATN contract. Carlos said the vendors should still be providing the documentation they are required to provide as part of the GAATN contract. Jaime asked if the documentation requirement for vendors was in the GAATN Technical Guidelines or in their MAC contracts; Frank said it's in their contracts. Chris said that the prints that are submitted when entities request Board approval for their projects are the same as the as-builts. Jaime asked whether Chris had turned in the as-builts for the Pickle Center work to Advanced 1. Chris said he has not sent those as-builts out yet because there is a second part of the project and he will submit them to Jaime once the entire project is completed. Frank said Jaime or Harold would then need to follow the draft procedure to submit those to Advanced 1. Bruce said he thinks this procedure is the right thing to do; John said AISD has been doing this for quite some time. Frank said it has been a struggle for network management because not all entities turn in their drawings. Frank said this procedure puts the ownership on the entities to be responsible for their own projects and documentation. Dain Herbat moved to recommend for Board approval the draft

Procedure for Submission of Entity-Specific Projects for Bentley Drafting; Bruce Hermes seconded the motion and it passed unanimously.

7. **Executive Session**: At 2:16 p.m., Jaime Guerra announced that the Technical Subcommittee was adjourning for closed session, under Tex. Gov't Code sections 551.089 and 418.181 ("H.B. 9"), to preserve confidentiality as permitted by law (including but not limited to pending, anticipated or contemplated litigation concerning) regarding Agenda Items 6A and 6B.

   At 3:04 p.m., Jaime Guerra reconvened the GAATN Technical Subcommittee for discussion and actions on matters considered in closed session. Agenda Items 6A and 6B were the only items discussed.

8. **Confirm date, time, and location for the next Technical Subcommittee meeting as October 20, 2020 at 1:30 p.m. via teleconference.**
   The date, time, and location for the next Technical Subcommittee meeting were confirmed; the meeting adjourned at 3:09 p.m.