

**City of Alexandria, Virginia**  
**Commission on Information Technology**

**March 17, 2022 IT Commission Meeting Minutes**

**7:00 – 8:30 PM**

**Virtual Meeting**

In attendance: Sara Crifasi (SC), Ricardo Alfaro (RA), Catharine Rice (CR), Chris Soghoian (CS), Steve Davidson (SD), Tim Casey (TC), Stephen Morris (SM), J.D. Maddox (JM), Sundar Kanagarajan (SK)

Staff: Vanetta Pledger, Steve Chozick, Smail Farid, Tori Butler, Patrick Eze

Others: Donna Walker James (Computer CORE)

- 1. Introduction and Welcome**
- 2. Approval of February 17, 2022 Minutes:** unanimous (motion by SC, seconded by SD)
- 3. Digital Equity Plan (Kelly Booz and Catharine Rice)**
  - Donna Walker James discussed help desk for City residents that is being run by Computer CORE and the training they provide for end-users.
  - There was a soft launch of the help desk, which is managed by Computer CORE students
  - Steve Davidson and Tim Casey discussed the instruction they've done with Computer CORE.
  - Broadband survey: Process is underway to hire a company to perform the survey.
  - School system has received good funding from 2021 appropriations bill increase IT security
  - A planned DAS (distributed antenna system) for ACHS is planned to increase cell phone connectivity. It is being delayed due to supply chain issues.
- 4. Update on City's fiber backbone project (ITS staff)**
  - Updated map was shared. Focus from the last meeting was on the west end and some on the east end.
  - (CR): Progress seems slow. Patrick: The focus has been on inside plant during this period, which is not shown on the map.
  - (CS): When will order for hardware take place? Vanetta: Further down the road, current focus is on new DCHS building.

**City's Competitive Provider Proposals**

- Ting and Lumos have been awarded broadband franchises.
- (CS): What is buildout time? Vanetta: Max is 72 months. Using microtrenching, multiple miles per day can be completed.
- (SD): Have negotiations begun with Lumos and Ting? Vanetta: No negotiation, they all have the same terms.
- (TC): Any 'Plan B' in place? Vanetta: City could reissue franchise agreement with modified terms.
- (SC): Why is there reluctance to negotiate the terms? Vanetta: Solicited market for input before-hand on best way to move forward. Vanetta will talk with City Attorney to see how changes could be made if needed.
- (RA): What if one franchisee signs and the other doesn't. Vanetta: City could introduce different types of franchises in the future.

- (TC): Is the City barred from offering internet service to citizens? CR: No, it is legal (public broadband authority).
- Vanetta is going to try to set up meetings with both providers for the IT Commission.
- (CS): Can the two franchisees divide the City up? No, they can't.
- Vanetta: The City owns all of the right-of-way in the City. This, plus the idea of microtrenching, is why the City used the process that it did.
- Vanetta: We weren't eligible for VATI grants because of our current level of broadband coverage in the City.
- Vanetta: Having issues hiring a fiber policy analyst due to pay range in City. If you know of anyone who may be interested or can spread the work please let Vanetta know.

**5. Cybersecurity/Disinformation Committee (Stephen Morris, Tim Casey, J.D. Maddox, Ricardo Alfaro)**

- (SM): Sent Vanetta email regarding Cybersecurity Awareness Month in October. Vanetta: Will follow up with CISO, Anthony Harvey. They are currently focused on on-going world events.
  - (SD): Is there anything for the typical citizen? Patching, MFA (multi-factor authentication), backups, not using end-of-life hardware and software.
- **Adjourn by unanimous vote (motion from Ricardo Alfaro, seconded by Steve Davidson) at 8:30pm. (Next meeting is May 16, 2022).**