

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

**April 20, 2023 IT Commission Meeting Minutes**  
**7:00 – 8:30 PM**  
**City Hall Room 2000**

In attendance: Ricardo Alfaro (RA), Sara Crifasi (SC), Catharine Rice (CR), Heather Wojton (HW), Timothy Casey (TC), Jay Chauhan (JC), Brandon Mosoriak (BM), Steven Morris (SM)

City Staff: Stacey Campbell, Steve Chozick, Bryan Smith, Patrick Eze, John Crites (ACPS)

Others: Dennis McDonald (Public Records Advisory Commission)

- 1. Call to Order**
- 2. Approval of March 16, 2023 Minutes:** Unanimous approval of modified minutes (CR, SR, unanimous approval)
- 3. Announcements, Meeting Schedule and Projects**
  - (a) Meeting Calendar**
    - Meeting dates confirmed through May 2023
    - We may hold an all-virtual meeting in the summer if needed to deal with any DEP items that may arise.
  - (b) New members, introductions**
    - Heather Wojton (IDA)
- 4. Digital Equity**
  - Digital Equity Plan presentation set for May 18, 2023 meeting.
- 5. Open Data**
  - (a) Brief discussion and update about next steps**
    - Draft resolution Open Data policy has been approved.
    - Over the summer, we will work with City Attorney's Office to tweak language.
  - (b) Guest: Dennis McDonald from the Public Records Advisory Commission**
    - Assessment of Records Center building is underway.
    - Trying to make records more accessible to the public.
- 6. Presentation and Discussion (City's Municipal Fiber Build Project)**
  - The project is on-schedule and on-budget.
  - Since the last update 2.79 miles of conduit and 125 handholds have been installed.

- The City has reached an agreement with Harborlink to joint build a portion of the second conduit. This will save the City ~\$500K.
- The plan is to commission the network before the Comcast agreement ends in 2026.
- It will be possible to negotiate a short-term bridge contract with Comcast if the project misses its scheduled end.

**7. Other Business**

- Verizon FIOS has confirmed their attendance for the May 18, 2023 meeting.

**Adjourn by unanimous vote at 8:30 pm (motion by CR, seconded by TC). The next meeting is scheduled for May 18, 2023.**