

Notice of Public Meeting
Thursday, September 8, 2022
10:00 a.m.

**BROADBAND
COMMITTEE**

*Door County Government Center
County Board/Chambers Room (C102), 1st floor
421 Nebraska Street, Sturgeon Bay, WI*

AGENDA

1. **Call Meeting to Order**
2. **Establish a Quorum ~ Roll Call**
3. **Adopt Agenda / Properly Noticed**
4. **Correspondence**
5. **Public Comment**
6. **Approve Minutes of the August 11, 2022 Broadband Committee meeting**
7. **New Business (Review / Action)**
 - A. Municipal outreach update
 - B. Middle Mile update
 - C. Synergy/Public Safety opportunity update
 - D. GEO Rapid Design notes from Finley
 - E. WISER update
8. **Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee**
9. **Sustainability Matters to be Considered**
10. **Legislative Matters to be Considered**
11. **Next Meeting Date: October 6, 2022, 10:00 a.m.**
12. **Adjourn**

Possible agenda items in the last minutes:

F.

This meeting will be conducted by teleconference or video conference. Members of the public may join the meeting remotely or in-person.

To attend the meeting via computer:

Please click the link below to join:

<https://us02web.zoom.us/j/81510502020?pwd=SWNHT1FRcERjQUtPeU13eDFlN0Fqdz09>

Webinar/Meeting ID: 815 1050 2020

Passcode: 238522

Or by Phone:

Members - If you are unable to attend, please contact:
Broadband Coordinator, Jessica Hatch
@ 746-2289, or email
jhatch@co.door.wi.us
We need a quorum to conduct business. Thank you.

Deviation from Order Shown May Occur

Notice of Public Meeting
Thursday, August 11, 2022
10:00 a.m.

**BROADBAND
COMMITTEE**

*Door County Government Center
County Board/Chambers Room (C102), 1st floor
421 Nebraska Street, Sturgeon Bay, WI*

MINUTES

1. Call Meeting to Order

Meeting was called to order at 10:00 a.m. by Chairperson Hugh Zettel.

2. Establish a Quorum ~ Roll Call

Members present: Hugh Zettel, Jeff Miller, Kurt Kiefer, Nate Smithson (remote), Erick Schrier, Michelle Lawrie, Robert Cornell (remote), and Jodi Bensyl (remote).

Others present: Corporation Counsel Sean Donohue, Broadband Coordinator Jessica Hatch, and Admin. Assistant Lori Holtz.

3. Adopt Agenda / Properly Noticed

Motion by Kiefer, seconded by Miller, to adopt the agenda. Motion carried.

4. Correspondence: None.

5. Public Comment: None.

6. Approve Minutes: Motion by Schrier, seconded by Miller, to approve the minutes of the July 7, 2022 Broadband Committee meeting. Motion carried.

7. New Business (Review / Action)

A. Corporation Counsel open meeting/public record law discussion

Donohue provided a brief update on open meeting / public record law.

Open Meetings: 1) are preceded by notice; 2) location is reasonably accessible; 3) all citizens entitled to view. A meeting is presumed when one-half of a government body shows up. Excluded are social or chance gatherings. There is a 'purpose test' and 'numbers test'.

A walking quorum – a smaller group that may fall under the numbers test.

Donohue cautioned committee members to be extra careful when emailing. His recommendation is to have an open meeting when something is going to be discussed.

County staff is not included under 'governmental body'.

Notice: 24 hour advance notice is required unless an emergency that cannot wait. Notice can be no less than 2 hours, and this should be rare.

Email can be very problematic for open meetings; don't communicate by email for official business.

Public Records: Every record of a governmental body is open for public inspection (except if there's a reason to keep private, such as SS #'s, medical records, employee files, statute prohibiting release, etc.)

Purely personal emails sent/received on a personal email account are not public. If an email from a personal email account is committee related, it is public and needs to be maintained.

If you know in advance that you'll have a quorum of a committee present, publish an open meeting notice.

Contact Jessica if there's a potential for a quorum and she will check with Sean.

B. WISER survey update

Hatch had a conversation with Colter Sikora of the State Broadband Office (Contact for WISER data). The Data Sharing Agreement has been sent to their attorney. Public privacy will be respected.

Information from the survey will be on the Fibernet Door County website. There were 459 responses as of August 9th. Hatch has entered in the mail-in surveys.

DCEDC and Destination Door, along with many local groups, will push out the survey.

Suggestions made to include banks, YMCA, schools, hospitals, tavern league. Question asked if it could be inserted into the tax bill.

There is no deadline for taking this survey / speed test.

C. GEO Rapid Design Study under Breaking Point Solutions, LLC

We have access to this through our New North affiliation.

Discussion held.

Committee members asked how this is technically different from what Finley did for us. The other question is how responsive can they be.

D. Broadband Ambassadors business cards and talking points

Business cards and a list of talking points were handed out to all committee members. Hatch said the talking points will also be shared with those who are sharing the survey.

Comments: Make sure to put the top three questions / FAQ's on the Fibernet site.

E. State of WI DEI stakeholder committee

Hatch has been invited to sit on the State of WI DEI Stakeholder Committee for the next year, to help write the State plan. She has already been working on the County Digital Equity & Inclusion Plan.

Outreach is so important. Families have to apply for the low cost plan.

8. Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee

- Outreach to municipalities that are not involved.
- Broadband items in capital budget
- Update / overview Synergy Opportunity
- Middle Mile Project

9. Sustainability Matters to be Considered: None.

10. Legislative Matters to be Considered: None.

11. Next Meeting Date: September 8, 2022, 10:00 a.m.

12. Adjourn

Motion by Kiefer, seconded by Cornell, to adjourn. Motion carried. Time: 11:28 a.m.

Respectfully submitted, Lori Holtz, Admin. Assistant.

GEOpartners update from Dean Mischke

- This will be a courser level of engineering to utilize
- If needed Finley could be utilized to go into a more granular level of engineering by the municipality as a “pull out” area should they want to engage that.
- We could also engage Finley to do a more granular level of engineering on the full County
- They would need to have a more accurate answer on the current make-ready costs per mile to do this and could utilize the Baileys Harbor make ready costs when they come back as an accurate aerial cost.
- Further questions back to Dean as of 8/19 that I am waiting on a reply on