

# **ROANOKE VALLEY BROADBAND AUTHORITY**

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**Frank M. Smith, II, President & CEO**  
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**BOARD MEMBERS:**  
*Bob Cowell, City of Roanoke*  
*Gary Larrowe, Botetourt County*  
*Mike McEvoy, Citizen*  
*Daniel R. O'Donnell, Roanoke County*  
*James Taliaferro, II, City of Salem*

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## **MINUTES**

The Specially Called Board Meeting of the Roanoke Valley Broadband Authority was virtually held on September 4, 2020 at 8:00 a.m. A video recording of the meeting is available.

### **1. CALL TO ORDER, WELCOME AND ROLL CALL**

Chairman McEvoy called the meeting to order at 8:00 a.m. and welcomed those in attendance. Wayne Strickland, Secretary to the Broadband Authority, called the roll and reported that a quorum was present.

Roanoke Valley Broadband Authority Board Members: *Present:* Gary Larrowe, Botetourt County (participating from Daleville, VA); Mike McEvoy, Citizen (participating from Roanoke, VA); Dan O'Donnell, Roanoke County (participating from Bernard Drive, Roanoke County) and Jay Taliaferro, City of Salem (participating from Salem City Hall).

### **OTHERS IN ATTENDANCE**

Broadband Authority Staff: Frank Smith, President and CEO.

Roanoke Valley-Alleghany Regional Commission Staff: Matt Miller and Wayne Strickland.

Others: Jeff Crowder, Virginia Tech VP for Information Technology Division; Sam Darby, Glenn Feldmann Darby & Goodlatte; Jill Loope, Roanoke County Economic Development, Scott Midkiff, Virginia Tech Chief Information Officer, and Sarah Buck, Public Affairs Manager, Cox Communications

**2. Procurement Contracts**

Frank Smith gave a short overview of the need to do competitive negotiation instead of sealed bids for procurement related to two projects because of the availability of funds and a short timeline for implementation. One project is related to the expansion of the fiber optic network and the second project is related to wireless last-mile project. The immediate needs are related to the current crisis to provide tele-health and tele-learning in a timely manner. Mr. Darby further explained that construction projects are typically done by sealed bid unless there is a finding by the board that that the process needs to be expedited to expend secured funds by a December deadline. Mr. Larrowe further explained that both projects are in Botetourt County and confirmed that the projects would help build revenue streams for the RVBA. Mr. Larrowe made a motion to conduct competitive negotiation process for the two projects. The motion was seconded by Mr. O'Donnell. The motion was adopted by a Roll Call vote of 4-0, as follows:

**Member & Vote**

Mr. Larrowe – Yes  
Mr. McEvoy – Yes  
Mr. O'Donnell – Yes  
Mr. Taliaferro – Yes

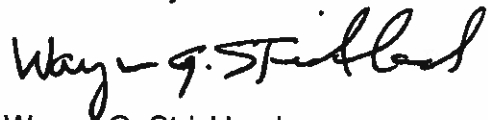
**3. OTHER BUSINESS**

Mr. McEvoy gave an update on the expansion of the RVBA board structure and that several policy issues will need to be addressed at the next meeting. The new board members will not be in place by the next meeting.

The date of the next board meeting of the Roanoke Valley Broadband Authority is September 18, 2020.

The meeting was adjourned at 8:22 a.m.

Submitted by:



Wayne G. Strickland  
Secretary to the Roanoke Valley Broadband Authority