**MINUTES**

**The Roanoke Valley Broadband Authority Strategic Planning Meeting was held on May 11, 2023 @ the location address of 601 S. Jefferson Street, Suite 110, Roanoke, VA. 24016**

**Welcome and introductions**

Mr. Jay Taliaferro, RVBA Chairman of the Roanoke Valley Broadband Authority began the meeting at 9:30 a.m. by thanking everyone for being present for Part 2 Strategic Planning follow up Meeting.

All present:

Mr. Frank Smith, President & CEO

Ms. Tywanii Ross, BOA, and Secretary to the RVBA Board

Mr. Jim Bandy, Vice President of Operations , RVBA

Mr. Matthew Shaughnessy, Wallace 360

Mr. Keith Perry, Carilion

Mr. Jay Taliaferro, Chairman, City of Salem

Mr. Mike McEvoy, Citizen, Treasurer, WVWA Executive Director

Mr. Bob Cowell, City of Roanoke

Mr. Gary Larrowe, Botetourt County

Dr. Scott Midkiff, Virginia Tech

Mr. Richard Caywood, Vice Chairman, Roanoke County

Mr. Watts Burks, Esquire, Wood Rodgers Vandeventer Black PLC

Ms. Katheryn Piasta, Wallace 360

**OBJECTIVES**

Mr. Frank Smith spoke about the January 18, 2023 Strategic Planning Meeting as being a great start to looking at the future for the Roanoke Valley Broadband Authority, (RVBA).

The Strategies for Consideration in that meeting were:

\*Big Data Transport

\*Enterprise Expansion

\*Last Mile

\*Divestment

\*Community Trust

Mr. Frank Smith presented the agenda as a slide presentation and provided copies for each person present which also included the presented strategies from the January 18, 2023, that may be considered moving forward :

\*Big Data Transport

\*Enterprise Expansion

\*Community Trust

A question on Divestment was raised by Mr. Richard Caywood, Vice Chairman & Mr. Bob Cowell, City of Roanoke, as a Strategy that the RVBA should consider as an option.

**The Financial Projections through FY 2026 :**

\*Service and Installation Revenue growth per fiscal year by 10%

\*Operations and Maintenance 5% per fiscal year

\*Capital Projects and Reserves

These projections also included changes in the Locality Support with a reduction of $50,000 each year by the participating localities through FY 2026. A sinking fund was recommended but not included in the revenue and expense projections.

**Revenue Development Streams by FY 2026**

Mr. Frank Smith discussed increases to Dark Fiber Utilization, Transport Circuits, and Infrastructure Projects, with an overall percentage decrease in Internet access through FY 2026. Public Safety, Community Impact, and Network Availability , (public internet access and carrier /service provider for local access) could benefit from the RVBA. All the topics discussed would be a help to our communities within the localities that we serve.

**Current and Future Programs**

\*Public Safety

\*Community Trust-501 (c)3

 Health Impact Network (HIN)

 Research & Development (NanoNet)

\*Salem Commercial Market Expansion

\*WVWA Network (Wavenet)

**Fiber Availability and Public Safety**

Mr. Frank Smith turned over the discussion to Mr. Jim Bandy, Vice President of Operations, RVBA. Mr. Bandy showed maps of the current public safety network for the City of Salem, City of Roanoke, County of Roanoke and discussed the problems incurred with the recent challenges of a power outage in SE Roanoke that impacted the ability of some fire stations to maintain data communications. He pointed out that some of the non-emergency locations such as the libraries are on the same public safety network. He recommended a solution to address this issue. The solution is to improve network availability by increasing the number of fibers to local government. Mr. Jim Bandy discussed a standard fee structure. ( Installation fees via RVBA or build to RVBA infrastructure). Mr. Bandy also discussed monthly maintenance fees per site.

Mr. Bandy stated that regional carriers have not been able to meet deadlines due to railroad permitting, the solution was to provide dark fiber in existing RVBA cable banks and do conduit trades to prevent additional construction requirements.

**Community Trust 501(c)3**

**HEALTH IMPACT NETWORK (HIN)**

Mr. Frank Smith discussed building a Community Trust to make a direct impact to health outcomes in the community through the utilization and aggregation of available and new device platforms, impacting the quality of care, personal longevity, cost of care and access to care in stages. Phase 1 will be designing the components, procurement, and construction. Phase 2 will be the expansion and deployment .

**RESEARCH AND DEVELOPMENT (NanoNet)**

Mr. Frank Smith discussed making a direct impact on research & development, and education in the community through the development of skills and bench strength, and the improving the ability to attract capital and talent in a phased approach. Phase 1 will be designing components, procurement, and construction deployment. Phase 2 will be the expansion and deployment.

**WVWA NETWORK (WaveNet)**

Mr. Frank Smith discussed making a direct impact on internet affordability and access through the enablement of R&D, support of start -up carriers, and ubiquitous telecom service deployments in two stages similar to HIN and NanoNet.

**CITY OF SALEM MARKET DEVELOPMENT NETWORK**

Mr. Frank Smith discussed making a direct impact on business development, job creation, talent retention, and education in the community with the enablement of R&D and the development of skill sets that will increase the communities ability to impact its talent bench strength and the ability to attract capital. Board Members voiced interest in seeing a plan developled for the Community Trust 501(3)c to assist in the funding of current and future programs.

Questions were asked of the RVBA’s purpose moving forward: Is it time to declare victory and wind down, or press forward to accomplish more? What do you see as the role of the RVBA board in serving the best interests of the entire Valley? Would it be beneficial to change the structure or makeup of the board to address the future direction of the RVBA? Mr. Jim Bandy, Vice President of Operations, RVBA stated that over the years the RVBA has built the network and established strong relationships, why not use them to further the RVBA with support from the schools, new locality projects, by each Board locality to make the Roanoke Valley a better place to live and do business.

Meeting adjourned @ 11:11 a.m.

Minutes Submitted by Tywanii Ross

Secretary to the RVBA Board