

PBDA Special Board Meeting Minutes
November 10, 2022
Microsoft Teams Meeting

Board members and voting designees in attendance:

- Representative Pam Snyder, Chair
- Dr. Kyle Kopko, Center for Rural Pennsylvania
- Joe Witmer, PUC, on behalf of Chairwoman Gladys Brown-Dutrieuille
- Senator Kristin Phillips-Hill, Secretary
- Matt Franchak on behalf of Senator John Kane
- Representative Carl Walker Metzgar
- Mark Critz, Department of Agriculture, on behalf of Secretary Russell Redding
- Dr. David Volkman, Department of Education, on behalf of Acting Secretary Eric Hagarty
- Acting Secretary Joe Lee, Department of General Services
- Zach Reber, Office of the Budget, on behalf of Secretary Ben Lukens
- Mike Hanna, Department of Community and Economic Development, on behalf of Acting Secretary Neil Weaver

Designees in attendance:

- Beth Rosentel
- Chloe Mandara
- Matt Bembenick

Department of Community and Economic Development (DCED) staff in attendance:

- Brandon Carson
- Erin Wachter
- Kalie Snyder
- Lori A. Butler
- Terri Wills
- Lori Irwin
- Rob Teplitz
- Pam Frontino
- Paul Opiyo
- Britte Earp

Guests in attendance:

- Jim Ladlee
- Harry Chrissy
- Nicole Ugarte
- Jennifer McClellan, Verizon
- Jennifer Cloonan, Frontier Communications
- Michael Stefan, Penn State University
- Pedro Romero, Verizon

I. Call to Order

Chairwoman Snyder called the meeting to order at 9:01 AM.

Lori Butler conducted a roll call of the board members and confirmed quorum.

II. Approval of October 18, 2022, Meeting Minutes

Chairwoman Snyder called for a motion to approve the minutes as presented to the board. Motion made by Senator Phillips-Hill. Motion was seconded by Dr. Kopko. Chairwoman Snyder asked for all Board members to approve or deny the motion. Motion passed unanimously.

III. Approval of Contract with Penn State Extension for the Broadband Availability, Access, Equity and Utilization Proposal

Brandon Carson explained the existing Master Agreement with Penn State allows us to issue a purchase order for this specific project. He also provided a brief outline of Extension's proposed plan and cost. Brandon mentioned the warranty that was proposed in the scope of work and that the Authority will seek to amend the warranty language, for only this project and not the Master Agreement as a whole, to ensure the Authority is receiving quality work products and deliverables. He closed by acknowledging the urgency behind this work and that the challenge process for the new FCC maps will be live in a few weeks.

Chairwoman Snyder commented that we need to keep the process going and asked for any comments or questions.

Joe Witmer commented on the additional work that will need to happen as projects are funded and work is complete and asked whether we would need to extend the contract with Penn State and whether that require additional cost. Brandon commented that there may be a need for a third party in the future, but that we anticipate having GIS capacity in-house to lead that work.

Senator Kristin Phillips-Hill made a motion to approve scope of work and budget proposed by Penn State Extension, contingent on the warranty language in the Master Agreement being waived when the purchase order is issued. Dr Kopko seconded the motion. Chairwoman Snyder asked Lori Butler to do a roll call vote of each Board member for concurrence. Motion passed unanimously.

IV. Public Comment

Lori Butler called for public comment, there were none.

V. Adjournment

Chairwoman Snyder called for a motion adjourn and confirmed the next scheduled Authority Board meeting November 17, 2022, at the Keystone Building at 10:00 AM. Motion made by Senator Kristin Phillips-Hill. Motion was seconded by Dr. Kopko. Meeting adjourned at 9:12 AM.

Respectfully submitted,
Senator Kristin Phillips-Hill
Secretary