



Alaska Statewide Broadband Advisory Board – August 19, 2024 – 10:30am

Rescheduled Regular Board Meeting

Alaska Department of Commerce, Community & Economic Development

This meeting will be virtual only.

Online Meeting Details: [Join the meeting now](#)

Meeting ID: 211 331 593 183; **Passcode:** RNW9W8

Call In: 907-202-7104; **Phone Conference ID:** 866 340 836#

AGENDA

- I. Call to Order and Roll Call
- II. Approval of Agenda
- III. Declarations of Conflict of Interest
- IV. Approval of Minutes from Prior Meetings
 - a. Regular Meeting April 15, 2024
 - b. Special Meeting May 10, 2024
- V. Subcommittee Reports (None)
- VI. Staff Reports
 - a. Alaska In-State Mapping Challenge (Director Lochner)
 - b. Alaska Broadband Grant Program (Director Lochner)
 - c. Digital Equity Grant Programs (Deputy Director Von Barga)
- VII. Requests to the Technical Working Group (None)
- VIII. Unfinished Business (None)
- IX. New Business
 - a. Information Item Only: Determination of Conflict of Interest
 - b. Approval to Place the Technical Working Group on Hiatus
- X. Public Comment
- XI. Board Member Business from the Floor
- XII. Next Meeting Date
 - a. Next Regularly Scheduled Meeting – October 21, 2024
- XIII. Adjournment



Alaska Statewide Broadband Advisory Board Agenda Statement

Meeting Date:	August 19, 2024
Item Number:	IV.a.
Item Title:	Approval of Minutes from the Regular Meeting of April 15, 2024
Submitted By:	Broadband Office Staff
Recommendation:	Approve Minutes from the Regular Meeting of April 15, 2024
Attachments:	1. April 15, 2024 Regular Meeting Minutes

Summary Statement:

The minutes of the Regular Meeting of April 15, 2024 are attached for review and approval by the Board.



Alaska Statewide Broadband Advisory Board

Alaska Department of Commerce, Community & Economic Development

Minutes for Regular Board Meeting- April 15, 2024, at 10:00 AM AKDT.

These draft minutes were prepared by staff and have not yet been approved by the board.

Attendance

Present:

Members: Charles Carpenter; Ana Hoffman; Glenda Ledford (Chair); Thomas Lochner; Kathleen Moran; Christine O'Connor; Mary Swain; and Tara Sweeney (Vice Chair).

Staff Present: Lisa Von Bargen, Deputy Director; Melissa Kookesh, Tribal Liaison; and Kalynn Himes, Administrative Specialist.

Members Absent: Michael Brase, Representative Bryce Edgmon; Senator Lyman Hoffman; Travis Million; Steve Noonkesser; Laurel Shoop; and Charlene Stern.

I. Call to Order and Roll Call

The Chair called the meeting to order at 10:04am.

Deputy Director Von Bargen called the roll, and eight members of the board were present. Quorum was met.

II. Approval of Agenda

Motion by Ana Hoffman to approve the draft agenda as presented. Seconded by Mary Swain. Approved by unanimous consent.

III. Declarations of Conflict of Interest

None.

IV. Approval of Minutes from Prior Meetings

a. Rescheduled Regular Meeting of February 26, 2024

Motion by Thomas Lochner to approve the minutes from the Rescheduled Regular Meeting of February 26, 2024. Seconded by Mary Swain. With the note that a couple of typographical errors needed to be corrected, the minutes were approved by unanimous consent.

V. Subcommittee Reports

None.

VI. Staff Reports

a. Program Overview

Thomas Lochner provided a brief program overview summary for the Board.

b. In-State Mapping Challenge Process

Thomas Lochner provided a detailed description of the upcoming In-State Mapping Challenge for the Board.

c. Tribal Consultations

Melissa Kookesh provided a summary of the ABO's Tribal Consultations regarding the In-State Mapping Challenge. The first one in-person was held the week of April 1 during the Infrastructure Symposium in Anchorage. The planned Nome in-person consultation is being rescheduled. April 17th there will be a virtual consultation. The fourth one will take place April 26th in person in Anchorage following the ANVCA/ATAA Annual Meeting.

d. Grant Program

Thomas Lochner advised the Board the Alaska Broadband Office is in the process of responding to the first cure request from NTIA.

e. Digital Equity Capacity Grant Program

Thomas Lochner let the Board know the Alaska Digital Equity Plan was approved by NTIA on March 14, 2024. Lisa Von Barga gave an update on the Digital Equity Capacity Grant Program. The Notice of Funding Opportunity (NOFO) was published by NTIA in late March and applications are due from states on May 28, 2024. The purpose of the Capacity Grant Program is to implement state digital equity plans.

VII. Referrals to the Technical Working Group

None.

VIII. Unfinished Business

None.

IX. New Business

None.

X. Public Comment

None.

XI. Board Member Business from the Floor

None.

XII. Next Meeting Date

Lisa Von Barga asked the Board to approve a special meeting to be held on May 10, 2024 for the Board to address the draft Broadband Workforce Development Plan.

Motion by Tara Sweeney to approve a Special Meeting on May 10, 2024 to address the draft Broadband Workforce Development Plan. Seconded by Laurel Shoop and approved by unanimous consent.

XIII. Adjournment

Motion by Ana Hoffman to adjourn. Seconded by Charlie Carpenter and approved unanimously.

Meeting adjourned at 10:51am on April 15, 2024.



Alaska Statewide Broadband Advisory Board Agenda Statement

Meeting Date:	August 19, 2024
Item Number:	IV.b.
Item Title:	Approval of Minutes from the Special Meeting of May 10, 2024
Submitted By:	Broadband Office Staff
Recommendation:	Approve Minutes from the Special Meeting of May 10, 2024
Attachments:	1. May 10, 2024 Special Meeting Minutes

Summary Statement:

The minutes of the Special Meeting of February 26, 2024 are attached for review and approval by the Board.



Alaska Statewide Broadband Advisory Board

Alaska Department of Commerce, Community & Economic Development

Minutes for Special Board Meeting- May 10, 2024, at 10:00 AM AKDT.

These draft minutes were prepared by staff and have not yet been approved by the board.

Attendance

Present:

Members: Michael Brase; Charles Carpenter; Ana Hoffman; Glenda Ledford (Chair); Thomas Lochner; Kathleen Moran; Christine O'Connor (10:29am); Laurel Shoop; and Mary Swain.

Staff Present: Lisa Von Bargen, Deputy Director; and Kalynn Himes, Administrative Specialist.

Members Absent: Representative Bryce Edgmon; Senator Lyman Hoffman; Travis Million; Steve Noonkesser; Charlene Stern; and Tara Sweeney (Vice Chair).

I. Call to Order and Roll Call

The Chair called the meeting to order at 10:21am.

Deputy Director Von Bargen called the roll, and eight members of the board were present at the time the meeting was called to order. Quorum was met. With the arrival of Christine O'Connor at 10:29am nine members of the board were present for the remainder of the meeting.

II. Approval of Agenda

Motion by Laurel Shoop to approve the draft agenda as presented. Seconded by Michael Brase. Approved by unanimous consent.

III. Declarations of Conflict of Interest

None.

IV. Approval of Minutes from Prior Meetings

None.

V. Subcommittee Reports

None.

VI. Staff Reports

None.

VII. Referrals to the Technical Working Group

None.

VIII. Unfinished Business

None.

IX. New Business

a. Approval of Alaska Broadband Workforce Development Plan

Motion by Thomas Lochner to approve the Alaska Broadband Workforce Development Plan. Seconded by Mary Swain.

There was general discussion by several members of the board that additional time was needed to conduct an adequate review of the plan. Lisa Von Barga explained there was a hard schedule that needed to be met, but the request would be made to DCCED leadership to allow extra time for the board review. Staff agreed to report by email to the board how much additional time would be provided.

Motion by Mary Swain to postpone approval of the Alaska Broadband Workforce Development Plan until a future special meeting, date and time to be determined. Seconded by Mike Brase.

X. Public Comment

None.

XI. Board Member Business from the Floor

None.

XII. Next Meeting Date

The next regularly scheduled meeting date is June 17, 2024.

XIII. Adjournment

Motion by Mary Swain to adjourn. Seconded by Laurel Shoop and approved unanimously.

Meeting adjourned at 10:37am on May 10, 2024.



Alaska Statewide Broadband Advisory Board Agenda Statement

Meeting Date:	August 19, 2024
Item Number:	IX.a.
Item Title:	Information Item Only: Determination of Conflict of Interest
Submitted By:	Glenda Ledford, Chair
Recommendation:	No action required. Information Item only.
Attachments:	1. Ethics Supervisor Determination Form

Summary Statement:

At the request of the Statewide Broadband Advisory Board, Pacific Dataport, Inc., and Microcom submitted a joint request for a determination of whether a conflict of interest under AS 39.52 may arise from making a presentation on corporate broadband information to the board. The chair determined that the presentation would create a conflict; the written determination was provided to the requestor and is attached.

CONFIDENTIAL

ETHICS SUPERVISOR DETERMINATION FORM

(Board or Commission Member)

Board or Commission: Statewide Broadband Advisory Board

Member Disclosing Potential Ethics Violation: N/A

I have determined that the situation described on the attached ethics disclosure form

lg] does or would violate AS 39.52.110 - .190. Identify applicable statute below.

D does not or would not violate AS 39.52.110 - .190.



Signature of Designated Ethics Supervisor (Chair)



Printed Name of Designated Ethics Supervisor

Date: 01-, & ZJ-c3M+

COMMENTS (Please attach a separate sheet for additional space):

I have determined to deny the request to allow Pacific Dataport, Inc. and Microcom to present to the Statewide Broadband Advisory Board (SBAB) because it constitutes an advantage over other companies that may apply for grant funding through the Alaska Broadband Office.

The SBAB was established in part for the purpose of providing technology-neutral input, recommendations, and advice regarding project proposal processes and criteria for project selection. Allowing one company that may ultimately become an applicant for these funds to present to the board creates an uneven playing field; to level it out, all companies that may ultimately apply for these funds would need to be provided with the same opportunity to present. This creates an unworkable situation for the board.

This determination is consistent with the advice of the Department of Law.

Note: Disclosure Form must be attached. Under AS 39.52.220, if the chair or a majority of the board or commission, not including the disclosing member, determines that a violation of AS 39.52.110-39.52.190 will exist if the member participates, the member shall refrain from voting, deliberating, or participating in the matter. A member will not be liable under the Ethics Act for action in accordance with such a determination so long as the member has fully disclosed all facts reasonably necessary to the determination and the attorney general has not advised the member, chair, or board or commission that the action is a violation. Forward disclosures with determinations to the State Ethics Attorney as part of your quarterly report. Quarterly reports are submitted to Litigation Assistant, Opinions, Appeals & Ethics, Department of Law, 1031 W. 4th Avenue, Suite 200, Anchorage, AK 99501.

Revised 2012



Alaska Statewide Broadband Advisory Board Agenda Statement

Meeting Date:	August 19, 2024
Item Number:	IX.b.
Item Title:	Approval to Place Technical Working Group on Hiatus
Submitted By:	Broadband Office Staff
Recommendation:	Approve Placing Technical Working Group on Hiatus
Attachments:	None

Summary Statement:

At the June 7, 2024, meeting of the Technical Working Group (TWG), a member of the public suggested staff provide guidance to the TWG regarding ethical boundaries for TWG members advising the Alaska Broadband Grant Program. The department's Designated Ethics Supervisor agreed this was a wise approach, so she referred the matter to the State Ethics Attorney in the Department of Law.

The determination was made that considerable conflict could exist if any members participated in any way on broadband grant applications or held leadership positions with entities that might submit applications to the grant program. Given the determination, it became evident it would be very difficult, if not impossible, to secure a quorum of members of the TWG to conduct business if several of them were likely to have a conflict.

The Alaska Broadband Office staff considered the topics the TWG would be asked to address. All related to the upcoming grant program. To eliminate the possibility of conflict, the ABO is requesting to put the Technical Working Group on hiatus until further notice.