

**Eastern Shore of Virginia
Broadband Authority
Meeting Minutes**

Meeting Information: 2008 – Purpose of meeting:

DHCD Contract Negotiations and Conclusion of Legal and Engineering RFPs.

Meeting Description: Eastern Shore of Virginia Broadband Authority Meeting	
Date: September 10, 2008	Location: Accomack Airport
Time: 9:00 – 11:30 a.m.	Call In Phone no: N/A

Participants: (√ marks present; ☎ a dial-in attendee)

	Name		Name		Name
√	Joe Caffrey	√	Cheryl Tyson		Andrew Cohill, Design Nine
√	Mike Zodun	√	Barbara Schwenk	√	Elaine Meil
√	Steve Miner		John Quinlan	√	Todd Christensen, DHCD
√	Dimitri Plionis	√	Katie Nunez	√	Denise Ambrose, DHCD
				√	Chris Thompson, DHCD

Action Items:

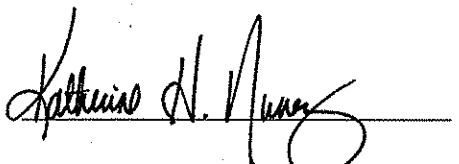
Action	Responsibility	Required By
1. Update on Chair role for Authority. Dimitri Plionis resigned Chairmanship. Katie Nunez was nominated as Chairman by Plionis, seconded by Miner and carried unanimously approved with Nunez abstaining. Nunez will serve for the remainder of the term to May 2009.	ALL	
2. Legal RFP Results. Cheryl reported on results of legal RFP. Only two firms responded, and one was not qualified. Recommended that ESVBA enter into a contract with Sands, Anderson, Marks and Miller. A motion was made by Plionis, seconded by Miner and approved unanimously to do so. Steve Miner will negotiate contract.	Cheryl/Barbara	

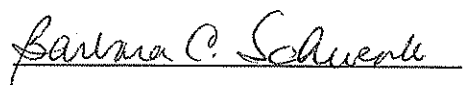
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<p>3. Engineering RFP Results. Katie and Mike reported on engineer selection. See attached report on process. A motion was made by Zodun, seconded by Plionis and carried unanimously negotiate a contract with Adesta. Zodun and Nunez will do negotiating.</p>	Katie/Mike	
<p>4. Document from Design Nine - attached to minutes – matrix of broadband efforts in Virginia. Not discussed. Will be added to agenda for next meeting.</p>		
<p>5. Hut location memo. Need a location in Cheriton near to Sunnyside Village for hut near railroad tracks. The Bay Creek hut already exists. Further discussion needed at next meeting.</p>		
<p>6. DHCD Contract – lengthy discussion on deadlines and expectations of DHCD for complete buildout on the Eastern Shore. Also discussed environmental requirements and coordination of CDBG and Local Innovation grants with backbone buildout. The possibility of alternate paths up Business 13 for towns located on it was discussed. DHCD requested that the engineering firm look at those routes as well.</p>	ALL	
<p>7. Next Meeting date – September 24, 2008 – 9:30 am Airport Industrial Park.</p>		

The meeting was adjourned at 12:10 pm.

These minutes were approved as amended at the September 24 regular meeting of the ESVBA.


Katherine H. Nunez, Chairman

Copy teste: 
Barbara C. Schwenk, Secretary