



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 6Y

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Jon Gjestvang - Chief Information Officer
Information Technology Services

REPORT BY: Shawn Smith, Supervising Staff Services Analyst - 707.259.8665

SUBJECT: MOU for the North Bay North Coast Broadband Consortium and appointment to the Oversight Committee

RECOMMENDATION

Chief Information Officer and Director of Library Services and Community Outreach request the following actions regarding the continued participation in the North Bay North Coast Broadband Consortium:

1. Approval of and authorization for the Chairman to sign a Memorandum of Understanding among the Counties of Sonoma, Marin, Mendocino and Napa as part of their participation in the Consortium to improve broadband access to the underserved communities in the North Coast Region; and
2. Appointment of Supervisor Diane Dillon as a voting member of the Oversight Committee.

EXECUTIVE SUMMARY

On January 7, 2014, the Board of Supervisors approved a resolution endorsing Napa County's membership in the North Bay North Coast Broadband Consortium (NBNCBC), which seeks to secure grant funding to expand and integrate broadband internet access to underserved communities in the counties of Mendocino, Sonoma, Marin and Napa. The consortium jointly submitted a grant application to the California Public Utilities Commission (CPUC) California Advanced Services Fund ("CASF") Rural and Urban Regional Broadband Grant Program, as the Consortium, to obtain grant funds for that purpose. CPUC has adopted resolution T-17445 approving up to \$250,000 in a two-year grant of funds (up to \$125,000 per year) to enable the Consortium to work together to implement the CPUC approved NBNCBC Annual Work Plan, Project Schedule, and Budget for each year.

Board approval of the 2014 Memorandum of Understanding (MOU) was required to authorize grant acceptance and fund distribution, form the NBNCBC Oversight Committee, and define the structure and roles of the NBNCBC Oversight Committee. After successfully completing work on the \$250,000 two-year grant from CPUC Rural and Urban Regional Broadband Consortia Grant Account, CPUC staff has recommended Resolution T-17544 to the

CPUC Commissioners for adoption approving a new \$250,000 two-year grant of funds (up to \$125,000 per year) to enable Marin, Mendocino, Napa and Sonoma Counties to work together as NBNCBC to implement the CPUC approved NBNCBC Action Plan and Budget for each year.

Today's approval of the Memorandum of Understanding (MOU) is required to authorize continued participation in the NBNCBC Oversight Committee from January 1, 2017 through June 30, 2019, as well as appoint Supervisor Diane Dillon as a voting member of the committee representing Napa County. There is no fiscal impact to Napa County as the Sonoma County Economic Development Board shall continue to serve as the fiscal agent for the parties for purposes of the grant.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On January 7, 2014, the Board approved a resolution endorsing Napa County's membership in the North Bay North Coast Broadband Consortium (NBNCBC), which seeks to secure grant funding to expand and integrate broadband internet access to underserved communities in the counties of Mendocino, Sonoma, Marin and Napa. The consortium jointly submitted a grant application to the California Public Utilities Commission (CPUC) California Advanced Services Fund ("CASF") Rural and Urban Regional Broadband Grant Program, as the Consortium, to obtain grant funds to gather data to: (1) identify immediate and future broadband needs and demands of residents and entities that are located in the North Coast Region; (2) assess reliability and accuracy of the regional broadband data compiled by CPUC and National Telecommunications and Information Administration (NTIA); and (3) assist broadband providers by giving providers access to this data so the providers can ensure that standard or broadband access is made available throughout the North Coast Region. CPUC adopted resolution T-17445 approving up to \$250,000 in a two-year grant of funds (up to \$125,000 per year) to enable Marin, Mendocino, Napa and Sonoma Counties to work together to implement the CPUC approved NBNCBC Annual Work Plan, Project Schedule, and Budget for each year. The approval of the 2014 Memorandum of Understanding (MOU) was required to authorize grant acceptance and fund distribution, form the NBNCBC Oversight Committee, and define the structure and roles of the NBNCBC Oversight Committee.

After successfully completing work on the \$250,000 two-year grant from CPUC Rural and Urban Regional Broadband Consortia Grant Account, CPUC staff has recommended Resolution T-17544 to the CPUC Commissioners for adoption approving a new \$250,000 two-year grant of funds (up to \$125,000 per year) to enable Marin, Mendocino, Napa and Sonoma Counties to work together as NBNCBC to implement the CPUC approved NBNCBC Action Plan and Budget for each year.

Today's approval of this MOU is required to authorize the continuation of the NBNCBC Oversight Committee. The MOU authorizes the Sonoma County Economic Development Board to continue to serve as the fiscal agent for the Consortium and distribute the funds to each of the counties in accordance with the budget; hence there is no fiscal impact to Napa County. The MOU also outlines the roles of the NBNCBC Oversight Committee, comprised of a

Board of Supervisors member from each county. The roles of the NBNCBC Oversight Committee are to:

- | Monitor the progress of the NBNCBC Action Plan and Budget;
- | Act as the common interface to the NBNCBC counties and their Boards of Supervisors; and
- | Provide unified representation of the interests of the four counties with the major incumbent and potential broadband/Internet providers.

The NBNCBC Oversight Committee does not have authority to set public policy. Public policy broadband issues and plans that affect a NBNCBC county are to be made by the appropriate county governing bodies within that county. When public policy broadband issues and broadband plans cross over NBNCBC counties, the four county Boards of Supervisors will work towards consensus. A majority of the Committee Members shall constitute a quorum of the Committee, except that less than a quorum may adjourn from time to time in accordance with law.

Board members who are currently active in member county broadband efforts include Marin County Supervisor Steve Kinsey, Napa County Supervisor Diane Dillon, Mendocino County Supervisor Dan Hamburg and Sonoma County Supervisor Efren Carrillo.

The Consortium is run by the NBNCBC Management Team consisting of a Consortium Project Manager and four County Managers, one for each county. The Assistant Director of Library Services and Community Outreach has been serving in this role for Napa County. The team meets monthly via conference call or in person. The roles of the team are to:

- | Execute Work Plans;
- | Interface with the NBNCBC Oversight Committee on an ongoing basis;
- | Through the County Managers, interface and work with the community-based advisory groups and leaders in the respective counties;
- | Provide quarterly reports to the NBNCBC Oversight Committee and the CASF;
- | Formulate and present issues and opportunities that cut across the four counties to the NBNCBC Oversight Committee; and
- | Provide information to the public.

Due to the nature of the project, the County Chief Information Officer has been working closely with the Assistant Director of Library Services and Community Outreach on the related technical matters.

SUPPORTING DOCUMENTS

A . NBNCBC MOU

CEO Recommendation: Approve

Reviewed By: Molly Rattigan