

MEETING MINUTES

Topic: Carroll County Public Network Committee Meeting

Date and Time: February 3, 2005; 2:00p.m.

Attendees:

Carroll County Public Schools

Gary Davis

Jim Darby

Darby Ashmore

Carroll Community College

Rick Gould

Patti Davis

Carroll County Government

Bart Mathews

Keith Martin

Carroll County Public Library

Scott Reinhart

Bob Kuntz

Others:

Dr. Wack, CRC and City of Westminster

Robert Miller, City of Westminster Fiber Consultant

Kurt Miller, City of Westminster Fiber Consultant

Meeting Summary/Discussion Topics:

1. Adelphia Update – Gary Davis/Dr. Wack
 - a. Adelphia claims all fiber repairs have been made. CTC is to verify. Carol Shawver is working with the CTC to have the certification work completed. No schedule information for completing the certification was available at the meeting.

2. CRC Conversations and relationship – Gary Davis
 - a. Gary indicated he had a good 1 hour phone conversation with Ken Decker. Ken invited Gary to an Executive Council meeting breakfast. Gary met with the Executive Council including Dr. Wack, Ted Zaleski, Mike Kasnia, Ken Decker, and Steve Powell. Gary discussed the purpose and goals of the CCPN with the Council. Gary indicated the Executive Council understands the broadband service provider dilemma.
 - b. Gary indicated that he, Bart, Mark and Keith attended the CRC meeting on Thursday, January 27, 2005. Gary explained the purpose and position of the CCPN to the CRC. He also offered the services of the CCPN to the CRC. The CRC agreed to formally recognize the CCPN as operators of the I-net. The CRC voted to develop a formal MOU with the CCPN members and to provide consulting services for lighting the I-net fiber network.

- c. The CRC offered the services of CTC in assisting the CCPN light and operate the I-net. Dr. Wack will contact the CTC to arrange a meeting with the CCPN to discuss potential services including: determining head-end design and appropriate location; I-net equipment design; developing an operational plan.
 - d. Gary Davis recommended and the group agreed to establish a CCPN subcommittee focused on the technical development of the I-net equipment and design. The first order of business for the subcommittee is to develop a composite list of all proposed applications/uses. Some initial uses include a pilot project connecting an elementary, middle and high school together; disaster recovery; elimination of lease lines; etc. Jim Darby, Keith Martin, Bob Kuntz and Patty Davis will serve as subcommittee members.
 - e. Dr. Wack indicated the CRC's mandate is to get the I-net up and running. The CRC desires to turn over responsibility to the CCPN after this has been accomplished.
3. CMC Update – Gary Davis and Scott Reinhart
- a. Gary Davis and Scott Reinhart met with Marion Ware to discuss CCPN membership. Members contribute potential funding, equipment and personnel resources to the I-net. The CMC does not appear to be able to contribute at this time.
 - b. The CMC is still being considered as a potential location for relocating the I-net fiber head-end equipment/cabling.
4. Westminster Update – Dr. Wack
- a. Dr. Wack introduced Robert Miller and Kurt Miller who have provided network infrastructure support to the City of Westminster for quite a long time. Dr. Wack expressed a desire to install a fiber connection from the Westminster Police facility to Westminster City Hall. Robert Miller suggested 8 strands total.
 - b. Installing a fiber between the Westminster Police and City Hall would essentially represent the first fiber ring since a fiber already exists between the Westminster Police and the County Office Building (according to the text portion of the CTC Fiber Testing and Inspection Report).
5. Economic Development – Gary Davis meeting with Larry Twele
- a. Gary met with Larry Twele to discuss the CCPN and Economic Development's efforts to bring broadband service to the Westminster Technology Park. Larry explained Verizon is not interested in providing broadband infrastructure in advance of having a customer base at the Park. Larry indicated the possibility of extending fiber from some point in Finksburg to the Park. Bringing fiber to Westminster along Rt. 140 may provide opportunity to connect other facilities along the way.
6. NetworkMD Update

- a. The Committee discussed the value of connecting to NetworkMD. A connection to NetworkMD provides a potential backup ISP. It also facilitates interaction between various levels of government and other entities. Interaction promotes the development of partnerships potentially leading to grant funding and resource sharing opportunities.
7. CCPN Organizational Update-
 - a. The Public Library has created a group email account for CCPN members to use. The email address is ccpnet@carr.org
 - b. The Library will establish a web page for the CCPN to post information including documents such as the CCPN MOU and meeting minutes, etc. There will be a public/guest section and a password protected section for CCPN member use.
8. New/Other Business
 - a. Jim Darby discussed the need to have a point of contact at Adelphia for responding to future fiber network problems. Who do we call?
 - b. Gary Davis wants to bring Ben Drumm in from Verizon to talk about their fiber initiatives.
 - c.
9. Next Meeting – Assignments
 - a. Next regular meeting is scheduled for March 3, 2005. Location to be determined.
 - b. Assignments – Technical Subcommittee to develop I-net uses.