



Business Development Committee Meeting  
July 23, 2020  
5:30 PM

Attendees: David Healy, Jeremy Hansen, Andy Gilbert, Jeremey Matt, Siobhan Pi, Michael Birnbaum, Ken Jones, & Jerry Diam

Meeting Called to Order at 5:35

Additions to Agenda: USDA Rural Business Development Grant; H.966 Connectivity Now Vermont Partnerships

Public Comment: There was no public comment

COVID H.966 DPS Grant Applications: David Healy discussed the draft grant application and raising issues of how to frame hiring a Project Manager to carry out the tasks listed. The discussion resolved to have the application indicating that the Project Director would be assisted by members of CVFiber. Further discussion was about funding allocations for: project assistance; lawyer; and office expenses. The distribution of the funding was then genally agreed upon as in the following table:

#	Description	Amount	Timeline
1	Recruit and Hire Project Manager (duties attached)	\$50,000	08/01/20-12/31/20
2	Fixed Wireless Planning & Supporting Field Work Consultant Contract	\$27,000	07/20/20-10/31/20
3	Updated Feasibility Study & Business Plan Consultant Contract	\$7,500	08/01/20-12/31/20
4	Community Outreach: Mailings; Advertisements; Door hangers; etc.	\$5,000	09/01/20-12/31/20
5	Legal Fees-Agreements with Partners	\$6,000	08/01/20-12/31/20
6	Office Expenses: Rental, Postage, Conference Service, Bookkeeping, etc.	\$5,000	08/01/20-12/31/20
	Total	\$100,000	

Motion by SP to submit CVFiber H.966 CUD Grant Application to Department of Public

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Service as agreed upon. Seconded by JM. Discussion focused on framing the scope to comply with requirements. Vote was unanimous  
 Hiring Project Manager: David Healy presented the Project Manager Position. Discussion on how best to recruit, Consensus was reached.  
 Motion by SP to recruit PM by posting description on website and members presenting it on their respective FPF sites. Seconded by ???. Further discussion on..... Vote Taken: Unanimous.

Business Plan Review/Timeline for Decisions: The committee discussed the Business Plan Committee had large discussion agreed to submit plan to DPS. Then a larger discussion on what role CVFiber plays in RDOF with WEC. A decision is needed on who owns the Census Blocks. This needs to be decided soon so we know what is best way. Critical decision on moving forward. What does WEC intend to do.

Operational Plan of Action

Motion Small Committee should report back to BDC in one week to evaluate and document the operational model CVFiber should take. Identify and collect information need to make decision. What do we need to know.

Update on Schedules and Assignments

Other Business

USDA Rural Development Grant

Assignments

Seeking Partnerships VTEL, Cloud Alliance

Adjourn

5:30	Meeting Called to Order	
5:33	Additions to Agenda	
5:35	Public Comment	
5:40	Assign a Minute Taker	
5:40	COVID H.966 DPS Grant Applications (2)	Possible Action
5:50	Hiring Project Manager	
6:00	Business Plan Review/Timeline for Decisions	Action
6:45	Update on Schedules and Assignments	
6:55	Other Business	
7:00	Adjourn	

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Times are advisory only. Agenda items may be discussed earlier or later than indicated.

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