GOVERNING BOARD MEETING

AGENDA
Thursday, July 14, 2022 9:00 a.m.

Locations:

In Person:
197 Mono Way, Suite B
Sonora, CA 95370
(209) 533-3396

Teleconference:
Join Zoom Meeting:
https://us02web.zoom.us/j/6067573943
Dial-in audio: 669-900-9128
Meeting ID: 606 757 3943

CSEDD Governing Board Members (12):

<table>
<thead>
<tr>
<th>JPA Member Agency</th>
<th>Elected Board Member</th>
<th>Citizen Board Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpine County</td>
<td>Terry Woodrow, Supervisor</td>
<td>JT Chevallier</td>
</tr>
<tr>
<td>Amador County</td>
<td>Frank Axe, Supervisor</td>
<td>Simon Montagu</td>
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<tr>
<td>Calaveras County</td>
<td>Benjamin Stopper, Supervisor (Vice-Chair)</td>
<td>Kathryn Gallino</td>
</tr>
<tr>
<td>Mariposa County</td>
<td>Marshall Long, Supervisor (Chair)</td>
<td>Tara Schiff</td>
</tr>
<tr>
<td>Tuolumne County</td>
<td>Anaiah Kirk, Supervisor</td>
<td>&lt;Open&gt;</td>
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<tr>
<td>City of Angels Camp</td>
<td>Caroline Schirato, Council Member</td>
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<tr>
<td>City of Sonora</td>
<td>Ann Segerstrom, Council Member</td>
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CALL TO ORDER – ROLL CALL

1. **ORAL COMMUNICATION:** The Public may speak on any item not on the printed agenda. No action may be taken. [Gov. Code § 54954.2(b)(2)]

2. **CONSENT AGENDA:** The following Consent Agenda items are expected to be routine. They will be acted upon by the District Board at one time. Any Board Member, staff
member or interested person may request that any Consent items be removed for discussion.

a. Approval of the Minutes of the June 23, 2022 meeting of the CSEDD Governing Board

3. ACTION ITEMS:
   a. None

4. INFORMATION/DISCUSSION ITEMS:
   a. CEDS Project Kickoff (See separate agenda below)
   b. Board member topics of interest (Roundtable)

5. NEXT MEETING(S):
   2022 meeting dates (all at 9:30 AM)
   Aug. 18, Nov. 10

6. ADJOURN

In accordance with the American with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the Administrative Assistant of Mother Lode Job Training (MLJT) at 209-588-1150. Notification 48 hours prior to the start of the meeting will enable the Administrative Assistant to make reasonable accommodations to ensure accessibility to this meeting.
GOVERNING BOARD MEETING

MINUTES
Thursday, June 23, 2022 10:00 a.m.

Locations:

In Person:
197 Mono Way, Suite B
Sonora, CA 95370
(209) 533-3396

Teleconference:
Join Zoom Meeting:
https://us02web.zoom.us/j/6067573943
Dial-in audio: 669-900-9128
Meeting ID: 606 757 3943

CALL TO ORDER – ROLL CALL:

<table>
<thead>
<tr>
<th>JPA Member</th>
<th>Member Name</th>
<th>Present</th>
<th>Absent</th>
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<tr>
<td>Alpine County Supervisor</td>
<td>Terry Woodrow</td>
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<tr>
<td>Alpine County Citizen Member</td>
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<tr>
<td>Calaveras County Citizen Member</td>
<td>Kathryn Gallino</td>
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<td>Mariposa County Supervisor</td>
<td>Marshall Long (Chair)</td>
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<td>Mariposa County Citizen Member</td>
<td>Tara Schiff</td>
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<td>Tuolumne County Supervisor</td>
<td>Jaron Brandon (Anaiah Kirk Alt.)</td>
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<td>Tuolumne County Citizen Member</td>
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</tr>
<tr>
<td>City of Sonora</td>
<td>Ann Segerstrom, Council Member</td>
<td>X</td>
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</tbody>
</table>
1. **ACTION ITEM:**
   a. Consideration of Adopting a Resolution *Re-Authorizing* Findings in Support of Allowing Remote Meetings Pursuant to AB361 (Modifies Brown Act Procedures During a Declared Emergency) and Direction Regarding Holding CSEDD Board Meetings in Person or Remotely
   
   *Motion accepted. (M) T. Woodrow, (S) K. Gallino, ayes carried, 3 absent.*

2. **ORAL COMMUNICATION:** *None.*

3. **CONSENT AGENDA:**
   a. Approval of the Minutes of the May 19, 2022 meeting of the CSEDD Governing Board
   
   *Minutes accepted. (M) T. Schiff, (S) T. Woodrow, ayes carried, 3 absent.*

4. **ACTION ITEMS:**
   a. Election of Chair and Vice-Chair for 2022
      
      *Election of Marshall Long as Chair. (M) T. Schiff, (S) K. Gallino, ayes carried, 3 absent.*
      
      *Election of Ben Stopper as Vice Chair for 2022. (M) K. Gallino, (S) T. Woodrow, ayes carried, 3 absent.*

   b. Discussion and possible approval for CSEDD to apply for the California Advanced Services Fund (CASF) Rural and Urban Regional Broadband Consortia Grant
      
      *K. Gallino addressed the board on this matter, see PPT presentation attachment. Motion approved, (M) B. Stopper, (S) T. Woodrow, ayes carried, 3 absent.*

5. **INFORMATION/DISCUSSION ITEMS:**
   
   *None.*

6. **NEXT MEETING(S):**
   
   2022 meeting dates (all at 9:30 AM)
   
   Aug. 18, Nov. 10

7. **ADJOURN**

   In accordance with the American with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the Administrative Assistant of Mother Lode Job Training (MLJT) at 209-588-1150. Notification 48 hours prior to the start of the meeting will enable the Administrative Assistant to make reasonable accommodations to ensure accessibility to this meeting.
Application Instructions and Overview for California Advanced Services Fund (CASF) Rural and Urban Regional Broadband Consortia Account (Consortia Grant Account)

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- Consortia Grant Account Overview Page 3
- Application Requirements Page 7
- Application Review & Evaluation Page 9
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- Changes to Consortia Grant Page 18
- Bi-annual Reporting and Payment Requests Page 19
- Reimbursement for Annual Public Workshops Page 21
- Annual Audit Requirement Page 22

Consortia Grant Account Overview

- Senate Bill (SB) 1040 established the Consortia Grant Account. See the program's entity for more information.
- CPUC Decision (D) 22-05-029, adopted on May 19, 2022, made programmatic changes to the Consortia Grant Account:
  - Expanding of allowable consortia activities
  - Increasing the annual maximum funding cap
  - Clarifying consortia regional boundary requirements
- The Consortia Grant Account funding shall be available to facilitate the deployment of broadband services by assisting CASF infrastructure grant applicants in the project development or grant application process for assisting broadband deployment projects related to programs created under SB 136 and Assembly Bill (AB) 164.

Consortia Grant Account Overview - Eligibility

- An eligible consortium may include, but not limited to:
  - Local and regional government, public safety, elementary and secondary education, postsecondary education, health care, libraries, community-based organizations, tourism, parks and recreation, agricultural, business, workforce organizations, and air pollution control or air quality management districts.
- An eligible consortium is not required to have as its lead fiscal agent an entity with a certificate of public convenience and necessity.
- Both existing and newly formed consortia may submit applications for the regions that are not currently represented or currently funded by CASF.

Consortia Grant Account Overview - Administrative Manual

The CASF Rural and Urban Regional Broadband Consortia Grant Program Administrative Manual (Version 8, May 2022), along with the required forms, are available at the Commission’s CASF Consortia website (https://www.cpuc.ca.gov/industries/area/advanced-sources-fund/casf-consortia-account).

- Consortia Grant Admin Manual
- Appendix A Consortia Grant Application Package (available as a separate Excel file)
- Appendix B Consortia Grant Forms (available as a separate Word file)
- Appendix C Consortia Grant Bi-annual Progress Report and Payment Request Package (available as a separate Excel file)
Application Requirements
- Required Forms

Consortia Grant applicants are required to complete and submit a grant application package found on the CASF Consortium website.

A complete application package includes the following forms, all checklist items, and additional information (i.e., applicant’s information and experience, endorsements, etc.):

- Appendix A-1 – CASF Consortium Grant Application Checklist
- Appendix A-2 – Description of Existing and Past Non-CASF Funded Projects
- Appendix A-3 – Board Member Background and Project Role
- Appendix A-4 – Work Plan and Performance Metrics Plan
- Appendix A-5 – Proposed Detailed Budget
- Appendix A-6 – Affidavit Form
- Letter Committing to Act As Fiscal Agent

Application Review & Evaluation

- Overall Quality: All applications will be objectively evaluated based on how well they meet the goals of the CASF Consortium program consistent with Pub. Util. Code, § 281.

- Completeness: All applications will be evaluated based on meeting all the requirements in D.22-05-029, Sec. VI. Information Required from Applicants and Sec. VII. Scoring and Evaluation Criteria.

Application Review & Evaluation (cont.)

- Regional Consortium Representation and Endorsements
  - Governing board structure
  - Description of geographical regional/population groups/community interests
  - Endorsements from the State and/or local government, community groups, and anchor institutions supporting the application.

- Regional Consortium/Members’ Experience
  - Description of existing and past relevant projects
  - Identification of each consortium member, background, and role in the proposed consortium project
  - Description of the proposed broadband consortium project

Application Requirements
- How to Submit a Consortia Grant Application

- All applications must be submitted electronically by midnight of the deadline: July 15, 2022.

- Eligible applicants should submit their proposals via e-mail to the address below to ensure consideration.

  CASF_Consortia_Grant_Administrator@cpuc.ca.gov

Application Review & Evaluation (cont.)

- Scoring Criteria

<table>
<thead>
<tr>
<th>Scoring Area</th>
<th>Weight/Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Consortium Representation and Endorsements</td>
<td>15</td>
</tr>
<tr>
<td>Regional Consortium/Members’ Experience</td>
<td>35</td>
</tr>
<tr>
<td>Work Plan and Performance Metrics Plan</td>
<td>30</td>
</tr>
<tr>
<td>Budget</td>
<td>20</td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
</tr>
</tbody>
</table>

- Those applicants who meet a minimum score of 70 points will be considered for funding.

- Where multiple consortia apply for the same region, the application with the highest score will be considered for a grant award.

Application Review & Evaluation (cont.)

- Work Plan and Performance Metrics Plan: applications should include:
  - Specific work activities
  - Measurable, tangible, and verifiable work deliverables
  - Specific timeline milestones
  - Quantitative and data-driven performance measures
  - The method for performance tracking and measuring

- Examples of activities, deliverables, performance measures are provided in the Work Plan and Performance Metrics Plan form template (see Application Package, Appendix A-4).

- Work Plan key terminology (i.e., activity, deliverable, timeline, performance measure and tracking) definition and requirements are provided in Appendix A-4.
Application Review & Evaluation (cont.)

Allowable Activities:
- Collaborating with the Commission and other state agencies to engage regional consortia, local officials, internet service providers (ISPs), stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal.
- Identifying potential CASF infrastructure projects or potential broadband deployment projects related to new programs created under SB 156 and AB 164, along with other opportunities, where providers can expand and improve their infrastructure and service offerings to achieve the goal of reaching WIA broadband deployment in each consortium region.
- Assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB 156 and AB 164 in the project development or grant application process.
- Conducting activities that will lead to or that can be reasonably expected to lead to CASF infrastructure projects or broadband deployment projects related to new programs created under SB 156 and AB 164, including but not limited to the following examples of allowable activities:
  - Supporting project permitting activities.

Non-Allowable Activities: include, but are not limited to, the following activities and expenses:

1. Meals, food, and refreshments for group gatherings such as meetings, conferences, workshops, etc.
2. Work on legislation, including meetings, travel, or lobbying
3. Construction of infrastructure facilities
4. Adoption activities
5. Activities that are already funded by any other public or private sources

Consortia Grant Forms After Grant Approval

Following approval of CASF Consortium grant award, three Consortium grant forms (see the Consortium Grant Admin Manual (Version 8, May 2022), Appendix B) are required:
- Appendix B-1, Grant Disbursement Schedule Form – lists due dates for bi-annual reports and payment requests, based on grant approval date
- Appendix B-2, Consent Form – binds the grantee to terms, conditions, and requirements of both D.22-05-029 and the resolution awarding the grant
- Payment Data Record Form (STD 204) – is required when receiving payment from the State and information provided in this form will be used by the Commission to prepare IRS Form 1099.

Changes to Consortium Grant

- Any changes to substantive terms and conditions underlying Commission’s approval, including, but are not limited to:
  - Work Plan and Performance Metrics Plan
  - Budget
  - Designated Fiscal Agent
- Submit documentation at least 30 days before the anticipated change to CASF_Consortia_Grant_Administrator@cpuc.ca.gov, with a cover letter addressing the CD Director and explaining the change request.
- Substantive changes may be subject to Commission and/or CD Director approval prior to becoming effective.
Bi-Annual Reporting and Payment Requests

- Consortia grantees are required to submit bi-annual progress reports and/or payment requests.
- All reports must be submitted by no later than 3 months after each six-month reporting period.
- Bi-annual progress/completion reports and payment requests shall be based upon the approved Work Plan and Performance Metrics Plan and approved Detailed Budget Proposal.
- All grantees must submit bi-annual progress reports on the project status irrespective of whether a progress payment is requested.

Bi-Annual Reporting and Payment Requests (cont.)

The reporting package can be found on the CASF Consortia website:
Appendix C Consortia Grant Bi-Annual Progress Report and Payment Request Package.

A complete reporting package includes the following:
- Appendix C-1 – Bi-annual Report and Payment Request Transmittal Letter and Affidavit
- Appendix C-2 – Bi-annual Payment Request Cover Sheet
- Appendix C-3 – Bi-annual Progress Report
- Appendix C-4 – Bi-annual Payment Request Worksheet
- Supporting documentation of performance/outcomes reported, and invoices and receipts for expenses claimed
- Annual Audit*  
- Project Completion Report**

* is required for every 12-month period reporting period.
** is required at the end of the Grant.

Reimbursement for Annual Public Workshop

All consortia receiving CASF grants shall attend at least one of the CASF annual public workshops to be conducted by Communications Division.

- May claim reimbursement for travel expenses and per diem costs associated with each annual public workshop
- A total budget up to $10,000 per consortium, $200 per person for up to five delegates, for each annual public workshop

Appendix C-8, Public Workshop Reimbursement Request Form, submitted along with:
- Payment Request Package
- For each claimant requesting reimbursement, a Travel Expense Claim (TEC) Form (STD 262A) must be submitted with supporting documentation and receipts.

Annual Audit Requirement

Each Consortium is required to conduct an annual audit of its Consortia Grant program expenditures and submit an annual report to the Commission, that includes both:

- A description of activities completed during the prior year, how each activity promotes the deployment of broadband services, and the cost associated with each activity
- The number of project applications assisted

The annual audit report should be prepared by an independent, licensed certified CPA, and provide assurance that the consortium’s financial statements are:
- Free of material misstatement
- Fairly presented based upon generally accepted accounting principles.

Thank you!
For Additional Information:
Contact: CASF_Consortia_Grant_Administrator@cpuc.ca.gov
WORK PLAN IDEAS

1) Develop governance structure and convene board/commission/work group
2) Create regional capacity to engage communities at all levels
3) Provide regional outreach/coordination of priority projects – based on Roadmap data
4) Engage state agencies (Caltrans, CPUC) and PG&E on projects for dark fiber/conduit opportunities
5) Identify Programmatic County Wide EIR opportunities to expedite shovel ready deployment strategies
6) Developed enhanced GIS mapping tools to detail unserved and underserved households & businesses (<10/1)
7) Provide clarity and guidance on grant opportunities, timing, and coordination
8) Expand on Geotel speed test data Alpine Co (nonresidential) from SBC Gold Country Consortium
9) Purchase speed test data via OOKLA (Placer, Nevada, El Dorado, Sierra = $14,000) – this was supposedly done by the former Central Sierra Connect Broadband Consortium (CSCBC)

The former CSCBC under the (Amador Tuolumne Community Action Agency) represented Mariposa, Tuolumne, Calaveras, and Amador counties, as well as the western side of Alpine county. CSCBC received approval for a $450,000 Consortia Account grant for a three-year program. After one year extension, the grant ended in November 2015. CSCBC’s prior consortia grant funded activities included: identification of viable projects aimed at increasing access to unserved and underserved areas; promoting adoption of broadband for the disadvantaged populations; and providing opportunities for access and educational assistance through training programs and neighborhood information centers.

https://www.atcaa.org/central-sierra-connect-broadband

SBC is interested in working with us and supporting Alpine County be situated in our Consortia rather than splitting the county (east/west) into their Gold Country Consortium. Letter of support.
Central Sierra Economic Development District
Comprehensive Economic Development Strategy (CEDS)
Thursday July 14, 2022 – 9:00 am to 10:00 am

Agenda

9:00 am: Introductions
9:10 am: Quick overview of CEDS process
9:15 am: Interview List and Additions
9:25 am: Data Collection to date
9:35 am: Determine committee meeting frequency and additional committee members
9:40 am: Discuss weekly updates/communication with committee
9:45 am: Questions, Feedback, Open Discussion
10:00 am: Adjourn
# CENTRAL SIERRA ECONOMIC DEVELOPMENT DISTRICT 
## BOARD MEETING SCHEDULE 2022

**Primary Location**
Central Sierra Economic Development District  
197 Mono Way, Suite B  
Sonora, CA 95370  
Phone: (209) 533-3396

**Zoom Conference Link**
https://us02web.zoom.us/j/6067573943  
Phone: (669) 900-9128  
Meeting ID: 606 757 3943

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
<th>TIME</th>
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</thead>
<tbody>
<tr>
<td>REGULAR MEETING OF THE CENTRAL SIERRA ECONOMIC DEVELOPMENT DISTRICT</td>
<td>Thursday, February 17, 2022</td>
<td>9:30 a.m. - 11:00 a.m.</td>
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<tr>
<td>REGULAR MEETING OF THE CENTRAL SIERRA ECONOMIC DEVELOPMENT DISTRICT</td>
<td>Thursday, May 19, 2022</td>
<td>9:30 a.m. - 11:00 a.m.</td>
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<tr>
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<td>Thursday, August 18, 2022</td>
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If you require reasonable accommodation in order to participate in any of these meetings please contact Kelly Smith, 72 hours in advance, at ksmith@mljt.org  
CRS711 (TTY) Auxiliary aids and services are available upon request to individuals with disabilities. EOE/ADA