GOVERNING BOARD MEETING

AGENDA
Thursday, August 18, 2022 9:30 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):

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<tr>
<th>JPA Member Agency</th>
<th>Elected Board Member</th>
<th>Citizen Board Member</th>
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<tr>
<td>Alpine County</td>
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CALL TO ORDER – ROLL CALL

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
2. **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)]

3. **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 Minutes of the June 23, 2022 CSEDD Governing Board Meeting (Deferred from the July 14, 2022 meeting for lack of quorum)
   b. Approval of Minutes of the July 14, 2022 CSEDD Governing Board Meeting

4. **ACTION ITEMS:**
   a. None

5. **INFORMATION/DISCUSSION ITEMS:**
   a. Discussion on open Citizen Member board seats for Tuolumne and Amador counties
   b. Update on the California Advanced Services Fund (CASF) Rural and Urban Regional Broadband Consortia grant application – Katherine Gallino
   c. Update on the Community Economic Resilience Fund (CERF) Regional Planning Grant – Sierra Business Council
   d. Update on the Comprehensive Economic Development Strategy (CEDS) project - Chico State Enterprises
   e. Board member topics of interest (Roundtable)

6. **NEXT MEETINGS:** (all Thursdays at 9:30 AM)
   Sep 8, 2022 - CEDS meeting
   Oct 13, 2022 - CEDS meeting
   Nov 10, 2022 - CEDS & Board meeting; Approval to publish CEDS for 30-day public comment
   Dec 8, 2022 - CEDS meeting

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.
Board of Directors, Central Sierra Economic Development District

FINDINGS OF THE BOARD OF DIRECTORS OF THE CENTRAL SIERRA ECONOMIC DEVELOPMENT DISTRICT RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR THE PERIOD AUGUST 18, 2022 – SEPTEMBER 17, 2022

PURSUANT TO THE RALPH M. BROWN ACT.

WHEREAS, all meetings of the Board of Directors of the Central Sierra Economic Development District and its legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and view the legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, a required condition of Government Code section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558(b); and

WHEREAS, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body holds a meeting to determine or has determined by a majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California Emergency Services Act (Government Code section 8625); and,

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a
gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did not rescind the proclaimed state of emergency; and,

WHEREAS, on June 11, 2021, Governor Newsom also issued Executive Order N-08-21, which set expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and other Executive Orders but did not rescind the proclaimed state of emergency; and,

WHEREAS, as of the date of this Finding, neither the Governor nor the state Legislature have exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent Finding the state Legislature; and,

WHEREAS, the California Department of Industrial Relations has issued regulations related to COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of Regulations, Section 3205(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and,

WHEREAS, on June 23, 2022, the Board of Directors of the Central Sierra Economic Development District previously adopted findings that the requisite conditions existed for the Board of Directors of the Central Sierra Economic Development District to conduct remote teleconference meetings without compliance with Government Code section 54953 (b)(3), as authorized by Section 54953(e); and,

WHEREAS, as a condition of extending the use of the teleconferencing provisions for another 30 days beyond the Finding adopted on June 23, 2022, pursuant to Government Code Section 54953(e), the Board of Directors of the Central Sierra Economic Development District must reconsider the circumstances of the state of emergency that exists and find that either the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing; and,

WHEREAS, the Board of Directors of the Central Sierra Economic Development District has reconsidered the circumstances of the state of emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing, based on the California Department of Industrial Relations regulations related to COVID-19 Prevention, specifically, Title 8 of the California Code of Regulations, Section 3205(5)(D), continuing to remain in effect; and,
WHEREAS, as a consequence, the Board of Directors of the Central Sierra Economic Development District does hereby find that it may continue to conduct their meetings by teleconferencing without compliance with Government Code section 54953 (b)(3), pursuant to Section 54953(e), and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed by Government Code section 54953(e)(2).

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED by the Board of Directors of the Central Sierra Economic Development District, in regular session assembled on August 18, 2022, does hereby find as follows:

Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this Finding by this reference.

Section 2. Reconsideration of the State of Emergency. The Board of Directors of the Central Sierra Economic Development District has reconsidered the circumstances of the state of emergency that continues to exist and was proclaimed by the Governor through a State of Emergency Proclamation on March 4, 2020.

Section 3. State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing. The Board of Directors of the Central Sierra Economic Development District hereby proclaims that state officials continue to impose or recommend measures to promote social (physical) distancing based on the continuance of California Department of Industrial Relations regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(5)(D).

Section 4. Remote Teleconference Meetings. The Board of Directors of the Central Sierra Economic Development District is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Finding including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date. This Finding shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 17, 2022, or (ii) such time the Board of Directors of the Central Sierra Economic Development District adopts a subsequent Finding in accordance with Government Code section 54953(e)(3) to extend the time during which its legislative bodies may continue to teleconference without compliance with Section 54953(b)(3).
ADOPTED this 18th day of August, 2022 by the Board of Directors of the Central Sierra Economic Development District, by the following vote:

YES:

NO:  

ABSENT:  Marshall Long

ABSTAIN:  Chair, Central Sierra Economic Development District

Board of Directors
GOVERNING BOARD MEETING

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

Locations:

In Person:
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Sonora, CA 95370
(209) 533-3396

Teleconference:
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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**

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Application Instructions and Overview for California Advanced Services Fund (CASF) Rural and Urban Regional Broadband Consortia Account (Consortia Grant Account)

Consortia Grant Account Overview

- Senate Bill (SB) 1648 established the Consortia Grant Account. See the program’s website 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 156 and Assembly Bill (AB) 164.

Consortia Grant Account Overview - Funding Availability

- The allocated funding for the Consortia Account is $10.71 million for Fiscal Year 2022-2023.
- The maximum funding cap is $200,000, per year per consortium.
- An allowable maximum reimbursement of $2,000 per person for up to 5 representatives, for a total of up to $10,000 per consortium for attendance at each annual public workshop.

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- Application Review & Evaluation Page 9
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- Bi-annual Reporting and Payment Requests Page 19
- Reimbursement for Annual Public Workshops Page 21
- Annual Audit Requirement Page 22

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-and-agencies/energy-and-economy/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

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<tr>
<th>Scoring Area</th>
<th>Weight/Points</th>
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<tr>
<td>Regional Consortium/Leadership and Endorsements</td>
<td>15</td>
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<tr>
<td>Regional Consortium/Members’ Experience</td>
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<tr>
<td>Work Plan and Performance Metrics Plan</td>
<td>30</td>
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<td>Budget</td>
<td>20</td>
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<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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- 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:

- Meals, food, and refreshments for group gathering(s) such as meetings, conferences, workshops, etc.
- Work on legislation, including meetings, travel, or lobbying
- Construction of infrastructure facilities
- Adoption activities
- Activities that are already funded by any other public or private sources

Application Review & Evaluation (cont.)

Allowable Activities (cont.):
- Engaging local government officials and communities to better understand and explain regional broadband needs and solutions and providing technical assistance to such entities.
- Conducting an inventory of public assets (e.g., rights-of-ways, publicly owned towers, public utility poles, equipment housing, publicly owned property) and aggregate demand, including speed tests and the identification and updates of priority areas.
- Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed.
- Assisting the Commission in promoting broadband deployment in California, related to the Federal Funding Account and other programs including Middle-Mile, Broadband Loan Loss Reserve, and Local Agency Technical Assistance created under SB 156 and AB 164.

Application Review & Evaluation (cont.)

- **Budget:** applications should clearly propose its detailed budget, by objective, by project year, by budget line item, and by activity.
- The cost of preparation of the annual audit must be included in the Work Plan and Proposed Detailed Budget.
- Consortia may request an initial start-up cost budget, up to 25% of the entire grant. Consortia should clearly identify start-up cost items, and start-up activities and timeline on their Work Plan and Proposed Budget Plan.
- Communications Division (CD) Staff will review each application budget and may recommend adjustments to remove any non-allowable expenses and notify applicant.

Changes to Consortia 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 Applicants@cpuc.ca.gov, with a cover letter addressing to 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.

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, $2000 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 Consortium 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!
Contact: CASF_Consortia_Grant_Administrator@cpuc.ca.gov
CSEDD CALIFORNIA ADVANCED SERVICE FUND (CASF) GRANT OPPORTUNITY
$200,000/YR. OVER 3-YEARS = $600,000 APPLICATION DUE 7/15/2022 THREE
YEAR CYCLE

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.
CALL TO ORDER – ROLL CALL

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Guests: Steve Frisch (Sierra Business Council), Courtney Farrell (The Collective), Melissa Kovacs (The Collective), Luke Scholl (Chico State), Allison Patterson (Chico), Haley Stone (Chico), Vicki Doll (Chabin), Fawn Mclaughlin (Chabin)

1. **ORAL COMMUNICATION:** None.

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
      
      Motion moved to next meeting.

3. **ACTION ITEMS:**
   a. None

4. **INFORMATION/DISCUSSION ITEMS:**
   a. CEDS Project Kickoff
      - Introductions
      - Quick overview of CEDS process
      - Interview List and Additions
        o ~80 prospective interviews
        o Current progress 22/80 contacted
        o 7 completed and returned
      - Data Collection to date
        o Common topics in the region: Housing, Salary, Broadband, and Infrastructure, Infrastructure for Housing (making sure housing sites are “shovel ready”)
        o Tourism/Visitors are improving
        o Baseline data for current versus pre-COVID
        o Vocational Training inventory
        o Comparison to other regions and regional plans
      - Determine committee meeting frequency and additional committee members
        o The board opted to do Special CSEDD Meetings instead of using a committee
      - Discuss weekly updates/communication with committee
        o Decided meeting schedule: Once a month, second Thursday of the month with communication and updates via email in between.
• Questions, Feedback, Open Discussion
  o The board discussed the critical necessity to see which projects can be leveraged and paired with other grants

b. Board member topics of interest (Roundtable)
• Kathy Gallino shared an update on the application process of the CASF Grant. Kathy has received bios, letters of support and has created a budget. This grant will help with broadband and making sure there is no overlap and building capacity.

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.