

**AGENDA
SOUTHSIDE NETWORK AUTHORITY
BOARD MEETING**

**November 16, 2020
2:30 PM**

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the committee members, staff, and the general public, the Southside Network Authority Board meeting will be held electronically. This electronic meeting is required to complete essential business on behalf of the region.

- 1. Call to Order**
- 2. Approval/Modification of Agenda**
- 3. Public Comments**

Members of the public are invited to address the Southside Network Authority (SNA). Due to the COVID-19 crisis, interested persons may submit comments to the SNA in advance of the meeting by email to kmiller@hrpdcva.gov or phone (757) 366-4370. Each comment is limited to three minutes. All comments received 48 hours before the meeting will be provided to the SNA Members and included in the official record.

- 4. Meeting Minutes (Attachment 4)**

Attached for the Board's consideration are the minutes from the July 30, 2020 SNA meeting.

- 5. Introduction of Two Newly Appointed Members of the Southside Network**

In accordance with the Southside Network Authority Bylaws, when there is a Board Member vacancy, the governing body of the impacted member locality may appoint a replacement to serve out the term of a departing member. Accordingly, Mr. LaVoris Pace, Interim City Manager, City of Portsmouth has been appointed as an Alternate Member and Mr. Albert Moor, Interim City Manager, City of Suffolk have been appointed as a Voting Member of the Board of Directors.

Action Requested: None. Provided for situational awareness and recognition of our two new Board Members.

6. Southside Network Authority and Virginia Association of Counties Group Self Insurance Risk Pool (VACORP) Resolution (Attachment 6)

The Authority must have Workers' Compensation insurance, and it is also desirable to have liability insurance and coverage for the Board and the Executive Director's legal defense in the event of a lawsuit for monetary damages arising out of the Authority's work. As approved during the July 30, 2020 Board Meeting, the Executive Director signed a contract with VACORP for self-insurance and workman's compensation. Although we are officially covered by a policy with VACORP, the SNA must officially become a member of the risk pool by adopting a resolution to join the VACORP.

Action Requested: The SNA Board should take action to approve the attached resolution to the join the VACORP.

7. Fiscal Year 2021 Budget Execution (Attachment 7)

The FY2021 budget has been initially funded with \$1M appropriated by the five Southside cities comprising the Southside Network Authority. Attachment 7 provides the Authority's budget execution status as of October 31, 2020.

Action Requested: None. Provided for situational awareness.

8. Strategic Communications and Messaging.

The FY-21 budget included \$30,000 for strategic communications, including a SNA website. The SNA signed a contract with SIR to help the Authority with its initial strategic communication efforts. Mr. John Martin, SIR, will be providing a preview of the Authority's new website.

Action Requested: The Southside Network Authority should take action to approve the new website design.

9. Fiber Network Design

During the Southside Network Authority Board of Director's meeting on July 30, 2020, the Board voted to authorize the Executive Director to award a contract with Columbia Telecommunications Corporation (CTC) for professional services. The contract was awarded for \$315,000 and includes:

- Reviewing the 30% design of the fiber route to include any proposed route changes resulting from economic growth and other factors that have

occurred over the past 18 months since the initial 30% design was completed

- Completing a 50-60% design of the final fiber route including developing cost estimates for constructing the fiber ring
- Identifying various business case scenarios regarding construction, ownership and maintenance of the fiber ring.

During the Board Meeting, CTC will facilitate a review and discussion of the proposed revisions to the fiber route and construction cost estimates as well as a high-level discussion of business case analysis strategies to prepare Board Members for the December Strategic Guidance Workshop.

Action Requested: The Southside Network Authority should take action to approve the proposed revisions to the original 30% design of the fiber

10. Personnel Issue

There is one personnel issue that will be discussed in closed session.

Action Requested: The Southside Network Authority should take action proceed into closed session to discuss and act on the personnel issue.

11. Old/New Business

12. Adjournment