

**City of Seattle
CITIZENS' TELECOMMUNICATIONS AND TECHNOLOGY
ADVISORY BOARD**

**Annual Retreat Meeting Minutes (Draft)
March 9, 2010**

Attending:

<p>Members: John Neuharth, Chair Stuart Maxwell Karen Manuel Daniel Carrillo, Jr. Tom Kee Ted Schmitt, Vice Chair Fran Clifton William Pugh Jac de Haan</p>	<p>Public: Ken Meyer Sarah Schacht</p> <p>Staff: David Keyes Tony Perez Erin Devoto</p> <p>Amy Hirotaka, UW Evans School intern for Communities Online Project</p>
<p>Absent (Excused): Richard Huff</p>	

Prior to the formal meeting, the Board met with Mayor McGinn at City Hall. Also attending were Mayor's staff members Elliot Day and Aaron Pickus. The Mayor shared his priorities and discussion focused on broadband and on electronic public engagement as well as covering other topics including Technology Matching Fund and Communities Online.

The Board then met with Councilmember Bruce Harrell, Chair of the Energy, Technology and Civil Rights Committee, and his legislative assistant, Vinh Tang. The Councilmember shared his priorities, focusing discussion on the broadband initiative, Public engagement portal, and the applications contest (apps for Seattle). The Tech Matching Fund was also briefly discussed. CM Harrell expressed interest in having debate on what model of broadband development is right for Seattle and in participating in any public forums that CTTAB organizes.

Following these meetings at City Hall, the Board moved over to their normal meeting room in Seattle Municipal Tower. The meeting was called to order and agenda approved. February minutes were approved. The Chair had no report.

Open Gov West Conference: Sarah Schacht, Executive Director, Knowledge As Power & Open Gov West Organizer spoke about the upcoming conference (opengovwest.com) on March 26-27.

This is first open gov conference hosted by a government and is bringing in participants and speakers from around the whole Pacific Northwest. For more info contact opengovwest.com, or Twitter #ogw or Facebook @aopengovwest.

They will be making a set of recommendations based on the dialogue and information presented on at the conference. Some of the event will be streamed on Seattle Channel.

Google Fiber RFI - Erin Devoto, DoIT Deputy Director, shared info about the city’s effort to apply to the Google fiber RFI. They also are asking for residents to nominate their cities. Board members were encouraged to spread encouragement for people to go to www.seattle.gov/mayor or www.seattle.gov/broadband/google.htm. Stuart volunteered to help the city with a Facebook site on this. All nominations have to be in by March 26th. Ted and Erin both spoke about Google’s target for this project is high bandwidth users, to test applications Google is interested in.

Committees structure - The Board discussed and decided on committee structure for the year, taking into consideration the priorities shared by the Mayor and Councilman.

The committees and members are:

Committee Name	Lead	Members
Technology Matching Fund	Jac	Jac, Fran, Will Pugh, Daniel, Tom Kee, Former member Leah Altaras and Will Little* are also participating
Broadband	Ted, Stuart	Will Pugh, Ted, Daniel, Tom, Fran, Stuart, John (Tony)
Public Engagement	Will	Tom, Stuart, Will, John
Apps for Seattle Contest	John	John, Jac, Tom, Daniel, Ted
General Tech Advocacy	Stuart	Stuart
One Web Day	Karen	Fran, Karen, Daniel

* Following the meeting, Will Little determined he would not be able to participate at this time.

Broadband: Tom will help organize the next meeting.

Discussion of public meetings & locations. The Board committees will work on getting libraries and other public spaces reserved. David offered to assist if they needed help in arranging space.

There was discussion of clarifying what each committee purpose is and what outcomes will result. The Board chairs will write up description and work goals and bring it back to the other members for check and approval. David will send out an old CTTAB project form to use as a model.

CTTAB Online presence discussion

David shared that the city staff is interested in facilitating and encouraging the board to play a more active role in publishing its work and sharing members’ expertise online, which will also result in better marketing and openness of CTTAB’s work. The city can provide a Wordpress blog as part of the CTTAB website.

It was pointed out by one member that CTTAB has a twitter hash tag to use. Same with Delicious tag.

Members saw this as an opportunity to experiment with participation for the Board. Will Pugh will look at what other boards do as part of his public engagement committee role.

The Board was interested in posting committee notes and links to other relevant materials. There was discussion of whether the board would accept comments on the blog and how it would be moderated and managed. The question was raised whether by accepting comments it implied that CTTAB will respond or is it okay if they don't. The Board decided to have it be open initially, as being more reflective of their goal of public input. Stuart and John will moderate the blog.

Will suggested that there be something more on the CTTAB site about who the members are, perhaps with a photo.

Broadband Committee: It was announced that Richard Huff has resigned from the committee. Tom reported that they are meeting with Council members with a meeting with Richard Conlin coming up and the next meeting is to be scheduled with Tom Rasmussen. They had a meeting with Nick Licata. Following these Council meetings, their next step is planning outreach to community groups. David reported that there was good attendance and interest at the fiber and social justice forum organized by Reclaim the Media, Hidmo and others

Communities Connect Network Public Computing Center Broadband stimulus proposal: Karen and David are working to submit a statewide proposal for federal assistance for public computing centers. CTTAB was going to have a proposed letter of support for the proposal, but this wasn't ready and there will be a letter coming from the Mayor, so they decided it was not necessary to have a CTTAB letter.

Procedures, charter and bylaws: Ted and John reviewed CTTAB charter and bylaws. They will write up what changes need to be with the new board size and bring it to the next meeting. David said that he has been getting some clarifications on requirements for open meetings and announcements. He will see if Gary Smith, the City Attorney on this, can present at the next meeting.

Proposed next meeting agenda items:

City attorney presentation on open meetings

Procedure and bylaw changes

An hour for committees.

There was a motion to adjourn by Daniel, seconded by Will.

Next meeting: Tuesday, April 13, 6 pm