



***Community Technology and Telecommunications Commission***

***<http://www.austintexas.gov/cttc>***

***REGULAR MEETING***

***MINUTES***

***Wednesday – July 12<sup>th</sup>, 2023 – 6:30PM***

***City Hall – Boards and Commissions – Room 1101***

***301 W 2<sup>nd</sup> Street - Austin, TX 78701***

Please go to [http://www.austintexas.gov/cityclerk/boards\\_commissions/meetings/10\\_1.htm](http://www.austintexas.gov/cityclerk/boards_commissions/meetings/10_1.htm) for backup materials associated with this agenda.

All ATXN (City Channel 6) programming is cablecast on Spectrum, Grande Communications, and Google Fiber on their cable channel 6, on AT&T U-Verse Channel 99 and webcast online. Over 20 meetings per month, including this commission meeting, are available on demand online, typically within a few hours of the cablecast. Schedules and video can be found at: <http://www.austintexas.gov/page/atxn-video-archive>.

**The Community Technology and Telecommunications Commission convened in a REGULAR meeting on Wednesday, July 12th, 2023, at 301 W. 2<sup>nd</sup> St. in Austin, Texas.**

**Current Commission Members**

Vacant - Mayor Kirk Watson

Nehemiah Pitts III - Council Member Natasha Harper-Madison, District 1

Steven Apodaca – Council Member Vanessa Fuentes, District 2

Brianna Smith - Council Member José Velásquez, District 3

Cristina Garza - Council Member José “Chito” Vela, District 4

Thomas Rice- Council Member Ryan Alter, District 5

Gabriel Nwajiaku- Council Member Mackenzie Kelly, District 6

Maxine Eiland - Council Member Leslie Pool, District 7

Amarige Azzam - Council Member Paige Ellis, District 8

Janine Clark – Council Member Zohaib “Zo” Qadri, District 9

Sumit DasGupta - Council Member Alison Alter, District 10

**Board Members/Commissioners in Attendance:**

Nehemiah Pitts III, Chair

Steven Apodaca, Vice Chair

Brianna Smith

**Board Members/Commissioners in Attendance Remotely:**

Sumit DasGupta  
Thomas Rice  
Gabriel Nwajiaku  
Cristina Garza  
Maxine Eliand

**Board Members/Commissioners Not in Attendance:**

Amarige Azzam  
Janine Clark

**CALL TO ORDER**

**Chair Pitts called the Community Technology and Telecommunications Meeting to order at 6:44 p.m.**

**PUBLIC COMMUNICATION: GENERAL**

The first ten speakers who register to speak no later than noon the day before the meeting will be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

No members of the public were signed up to speak.

**APPROVAL OF MINUTES**

1. Approve the minutes of the Community Technology and Telecommunications Commission Regular meeting on May 10<sup>th</sup>, 2023

**Motion to approve the minutes made by Chair Pitts and seconded by Vice Chair Apodaca. The minutes from (5/10/2023) were approved on a vote of 8-0.**

2. Approve the minutes of the Community Technology and Telecommunications Commission Special Called meeting on May 24<sup>th</sup>, 2023

**Motion to approve the minutes made by Vice Chair Apodaca and seconded by Commissioner Eiland. The minutes from (5/24/2023) were approved on a vote of 7-0-1. Commissioner Rice abstained.**

3. Approve the minutes of the Community Technology and Telecommunications Commission special called meeting on June 14<sup>th</sup>, 2023

**Motion to approve the minutes made by Commissioner DasGupta and seconded by Commissioner Garza. The minutes from (6/14/2023) were approved on a vote of 7-0-1. Commissioner Eiland abstained.**

## **DISCUSSION AND ACTION ITEMS**

### **4. Work Plan Discussion and Working Group Assignments (Commission Discussion and Action)**

Chair Pitts discussed the current state of the commission's work plans and working group assignments. He confirmed the membership for the Digital Inclusion, Civic Engagement and Strategic Policy (DICES) working group and discussed the progress made on topics such as digital matching programs, digital kiosks, and the Digital Inclusion Stakeholder Summit. Plans for the summit and coordination with sponsors are discussed. Chair Pitts also went over the working group's current stance on remote participation at boards and commission meetings, funding for library wireless hubs, the Grant for Technology Opportunities Program, the Digital Empowerment Community of Austin group, the possibility of changing the yearly meeting schedule, and the N50 project. Chair Pitts also discussed closing some items such as Zoom licenses administered by libraries and the emergency broadband care relief project.

Chair Pitts discussed a recent Texas Broadband Development Office meeting that took place for the Capital Region. Overall the meeting was seen as successful, with robust representation and engagement from partners across the Capitol Region. Vice Chair Apodaca, and liaisons Jesse Rodriguez and Dan Martinez echoed his statements.

The commission considered the timing of budget recommendations and the need for a potential special called meeting. Chair Pitts stressed the importance of measuring performance against the 2014 Digital Inclusion Strategic Plan and the need for a formal closeout of that plan.

The commission then moved over to discussing the Knowledge Information Data Stewardship Working Group. Chair Pitts gave updates on projects related to broadband access, data mapping, citizen engagement, and changes on the city website. Chair Pitts mentioned future updates on smart cities, the amount of security in certain public spaces, and the technology pilot project.

The commission moved onto gaps in the phone number lists provided by the Homeland Security and Emergency Management office, which fail to include certain underrepresented communities. The commission has requested information about the city's emergency response plan, as well as the outreach strategies to increase adoption of emergency apps in these communities. The response to the request is pending, and further action may be taken if necessary.

The discussion then transitions to scheduling a standing meeting for the Technology Infrastructure and Innovation (TII) Working Group, with a proposed time of 6:30 PM with Commissioner Rice joining the group. Finally, Chair Pitts moves onto specific challenges and goals for TII Working Group, including the development of 5G technology, collaboration with Austin Transit Partnership, citizen oversight of smart city efforts, interdepartmental collaboration, efforts on fiber rollout, carrier upgrades, city network sharing, and 5G small cell deployment.

**Motion to approve the CTTC work plans for FY23 made by Chair Pitts and seconded by Vice Chair Apodaca. The motion passed on a vote 7-0.**

5. Digital Inclusion Summit Planning Resource Opportunities (Commission Discussion and Action)

Chair Pitts mentions an opportunity to collaborate with a local nonprofit called Capacity Catalyst on the Digital Inclusion Stakeholder Summit and explains the need to create a separate entity called "All Together for Digital Inclusion" to enable an intern to be paid by Capacity Catalyst. This entity has no funding and is solely created for this purpose. Chair Pitts asks for feedback and informs the commission that there are no financial implications involved. The discussion concludes with the decision to table the motion and add it to the September agenda for a final decision.

**WORKING GROUP/COMMITTEE UPDATES**

6. Update from Digital Inclusion, Civic Engagement, and Strategic Technology and Telecom Policy Working Group

The commission did not directly address this item but covered all pertinent updates under the Work Plan Discussion and Working Group Assignments item.

7. Update from the Knowledge, Information, and Data Stewardship Working Group

The commission did not directly address this item but covered all pertinent updates under the Work Plan Discussion and Working Group Assignments item.

8. Update from Technology, Infrastructure, and Innovation Working Group

The commission did not directly address this item but covered all pertinent updates under the Work Plan Discussion and Working Group Assignments item.

**FUTURE AGENDA ITEMS**

- Digital Inclusion Stakeholder Summit Intern Staffing Financial Resourcing
- Digital Inclusion Stakeholder Summit Planning
- Briefing on Surveillance by Sharon Strover and Charles Perma
- 2023 GTOPs Review and 2024 Recommendations
- Interim Leadership City Staffing Challenges Discussion

## **ADJOURNMENT**

**Motion to adjourn by Chair Pitts, seconded by Commissioner DasGupta, passed on a vote of 7-0 at 9:58 pm.**

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For more information on the Community Technology & Telecommunications Commission, please visit their website at <http://www.austintexas.gov/cttc> or contact Dan Martinez at [dan.martinez@austintexas.gov](mailto:dan.martinez@austintexas.gov)

**The minutes were approved at the November 8<sup>th</sup> Regular Meeting on Vice Chair Apodaca's motion and Commissioner Garza's second. The motion passed on a vote of 6-0-0.**