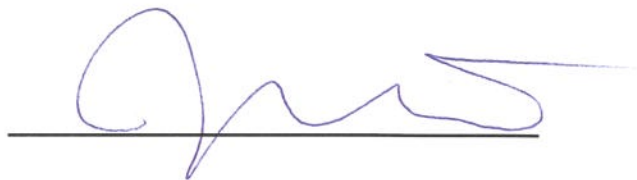


# **CERTIFICATE OF AGENDA POSTING**

## **INFORMATION TECHNOLOGY COMMITTEE**

Special Meeting scheduled for June 20, 2022, at 2:00 P.M. was posted at the San Benito County Administration Office, 481 Fourth Street, Hollister, CA and on our county website [www.cosb.us](http://www.cosb.us) on this 15th day of June 2022 AT 5 P.M. per Government Code Section 54956.



Jennifer Frechette

Clerk of the Board

**SAN BENITO COUNTY**  
**Information Technology Committee**

*Committee:*

*Vice Chair of the Board of Supervisor Bob Tiffany, District 4 and  
Board of Supervisor Betsy Dirks, District 1*

**SPECIAL AGENDA**

**Monday, June 20, 2022**

**2:00 P.M.**

San Benito County Administration Building  
Board of Supervisors Chambers  
481 Fourth Street, Hollister, California

**Webinar ID: 835 8316 8414**

**Webinar Password: 941470**

**Pursuant to AB 361, and the resolution adopted thereunder, relating to the convening of public meetings in response to the COVID-19 pandemic, and pursuant to the recommendation from Dr. Gellert dated January 5, 2022, members of the Committee are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.**

**The meeting is closed to the public. The meeting will be available through Zoom those who wish to join or require accommodations with the instructions below:**

**This meeting can be accessed in the following methods:**

**Through Zoom (<https://zoom.us/join>) per the instruction stated below**

**Participating by Zoom:**

Three ways to attend Zoom meetings: on a web browser, through the Zoom App, or over the phone. Each webinar will have a webinar ID and password, which is a unique number associated with an instant or scheduled meeting (found at the top of this text). The chat feature is disabled for all participants. Additionally, the video function is not available to the public. Zoom regularly provides new versions of the Zoom desktop client and Zoom mobile app to release new security features and fix bugs. To ensure you can join the meeting and participate through public comment, please launch the web address to download the Zoom application: <https://zoom.us/support/download>. Furthermore, we recommend upgrading to the latest version of Zoom once it is available. Please visit <https://support.zoom.us/hc/en-us/articles/201362233-Upgrade-update-to-the-latest-version> to ensure you have the newest Zoom update.

**A. Zoom on Web-browser:**

a. If joining through web-browser, launch the address <https://zoom.us/join> or open the direct link listed below: <https://zoom.us>

**B. Or launch the Zoom app on your Tablet or Smartphone:**

b. Select **"JOIN A MEETING"**

c. The participant will be prompted to enter **Webinar ID and Password listed above** and name to join the meeting. The meeting agenda can be found at <https://www.cosb.us/>

d. The participant can launch audio through their computer or set it up through the phone.

e. **Public Comment:** Select the **"Participants Tab"** and click **"Raise hand"** icon, and the Zoom facilitator will unmute you when your turn arrives.

**C. Zoom Audio Only (phone):**

a. If you are **calling in as audio-only**, please dial **US: +1 669 900 6833 or +1 408 638 0968**

b. It will ask you to enter the **Webinar ID listed above**, followed by the **"#" key** (pound key), then enter **Webinar Password listed above** at the top page of the agenda. The meeting agenda can be found at <https://www.cosb.us/>

c. It will then ask for a **Participant ID**, press the **"#" key** (pound key) to continue.

d. Once you enter the Zoom meeting, you will automatically be placed on mute.

e. **Public Comment:** If you are using a phone, please press **"\*9"** (star-nine) to raise your hand, and the Zoom facilitator will unmute you when your turn arrives.

**Written Comments & Email Public Comment**

Members of the public may submit comments via email by 5:00 PM on the Monday prior to the meeting to Brian Gordon at [BGordon@cosb.us](mailto:BGordon@cosb.us).

**Public Comment Guidelines**

**A.** The Committee welcomes your comments.

**B.** If participating on Zoom, once you are selected you will hear that you have been unmuted: At this time, please state your first name, last name, and county you reside in for the record.

**C.** Each individual speaker will be limited to a presentation total of three (3) minutes, or such other time as may be designed by the Chair.

**D.** Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have any questions, please contact Brian Gordon, at (831) 636-4402, or email [BGordon@cosb.us](mailto:BGordon@cosb.us).

***The Informational Technology Committee welcomes you to this meeting and encourages your participation.***

- If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period at the beginning of the meeting. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda. When addressing the Committee, please state your name for the record. Please address the Committee as a whole through the Chair.*
- If you wish to speak on an item contained in the agenda please seek recognition from the Chairman prior to consideration of the item.*

**2:00 P.M. CALL TO ORDER**

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL.
3. ACKNOWLEDGE CERTIFICATE OF POSTING
4. PUBLIC COMMENT: *Opportunity to address the Committee on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Section 54954.2.*
5. Approve minutes for March 17, 2022

## REGULAR AGENDA

6. PROPOSED RESOLUTION PURSUANT TO AB 361- Adopt proposed resolution authorizing teleconferencing options for meetings of the Committee for the period of June 20, 2022, through July 19, 2022, pursuant to AB 361.
7. Appoint Committee Chair
8. Set regular standing meetings date and time.
9. RCRC Update Broadband Strategic Plan grant update, presented by Barbara Hayes
10. California Consulting update of Broadband grants applied for, presented by David Marquez.
11. Hankins Technology, update on CLEC status, Auction 904 and any additional funding, Broadband related projects within San Benito County, presented by James Hankins
12. Etheric Networks, update, presented by Andrew Brickweg
13. Ideate California, Presentation on True Connect, presented by Jose Atilio Hernandez
14. FUTURE AGENDA ITEMS., No discussion of these items shall occur, but the Committee may direct any of the reports to be agendized for a future meeting.

### **ADJOURNMENT:**

*As required by Gov. Code Section 54957.5 any public record distributed to the San Benito Information Technology Committee less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by some other person and distributed at the meeting it will be made available for public inspection following the meeting at the office of the Clerk of the Board.*

***In compliance with the Americans with Disabilities Act (ADA) the Board of Supervisors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 636-4000 at least 48-hours before the meeting to enable the County to make reasonable arrangements to ensure accessibility.***



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# Agenda Item #5

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## SAN BENITO COUNTY Information Technology Committee

**Committee:**

***Vice-Chair of the Board of Supervisor Bob Tiffany, District 4 and  
Board of Supervisor Betsy Dirks, District 1***

### AGENDA MINUTES

Thursday, March 17, 2022

10:00 AM.

San Benito County Administration Building  
Board of Supervisors Chambers  
481 Fourth Street, Hollister, California

#### 10:00 AM CALL TO ORDER

1. ROLL CALL.

Supervisor Tiffany X  
Supervisor Dirks X

2. PLEDGE OF ALLEGIANCE.

*The pledge of Allegiance was led by Supervisor Betsy Dirks, District #1*

3. ACKNOWLEDGE CERTIFICATE OF POSTING

Motion to acknowledge certificate of posting:

Made by Supervisor Betsy Dirks

Seconded by Supervisor Bob Tiffany

4. PUBLIC COMMENT: *Opportunity to address the Committee on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Section 54954.2.*

*Phil Esparza, chairperson for San Juan Rotary Access Committee. Looking to partner and work with other agencies to find plausible solutions to provide access to broadband/internet. Would like to be an active partner of the County.*

*Administrative staff request for one of the present committee members to act as the Acting Informational Technology (IT) Committee Chair while staff work to have an appointment of chair item at the following special Informational Technology Committee meeting.*

## REGULAR AGENDA

5. PROPOSED RESOLUTION PURSUANT TO AB 361- Adopt proposed resolution authorizing teleconferencing options for meetings of the Committee for the period of February 14, 2022, through March 14, 2022, pursuant to AB 361.

### **MOTION**

Motion to approve the proposed resolution as presented.

Made by **Supervisor Betsy Dirks** and seconded by **Supervisor Bob Tiffany.**

### **2-0 Vote**

For (2)

Ayes: Dirks, Tiffany

Against: (0)

Noes: -

## 6. BROADBAND PROJECT UPDATES

- a. Update on RCRC: Broadband Strategic Plan application next steps and possible funding opportunities.

*Sacramento Villicana, Informational Technology Manager, informed the Committee that Barbara Hayes from RCRC will not be available to provide an update.*

*County Administrative Officer, Ray Espinosa, did provide an update on the discussion with Patrick Blacklock, executive director for RCRC, and mentioned they are still waiting on a response from EDA. No further updates. Have Barbara Hayes at the next meeting.*

- b. Update on Auction 904 Broadband Project:
- i. Etheric Networks
  - ii. Hankins technology

*Sacramento, Information Technology manager, introduced representative Laura Schaub to provide an update on Auction 904. The process is rolling along. Long completed their application for the Rural Digital Opportunity Fund (RDOF) Auction and is currently pending Eligible Telecommunications Carrier (ETC) designation. Cannot move forward with Federal Communications Commission approval without ETC designation. The plan was to have ETC designation sorted out in March, then April. There are no updates at this time but will quickly move forward once ETC has been designated.*

*James received notification from the California Public Utilities Commission on ETC status, has provisional approval, and will be tentatively finalized on April 7, 2022. Sacramento asked if James could provide information on the areas covered under ETC status.*

*ETC status covers coyote valley south of San Jose, rural Morgan Hill, San Martin, Gilroy, Hollister, and some of Paicines.*

c. County Library Broadband project: Nora Conte/Erin Baxter

*Nora introduced the item, and the library staff provided a brief presentation. Erin Baxter, the supervising librarian at San Benito County Free Library, and Katie Elkhart., IT Library Technician, provided an overview of the Emergency Connectivity Fund, the library's application to the federal communications commission, and provided information on the library kiosk.*

*Other programs presented were the affordable Connectivity program (ACP). For this program, library staff, in partnership with California State Library and the California Emerging Technology fund, have collaborated to promote the program and provide application assistance. Members of the public can reach out to library staff for further information.*

*Library tech tutorials have been provided in the past years, and the library is now providing these services off the bookmobile and via zoom for members of the public interested in learning about using laptops, using library databases, email basics, etc.*

*The library literacy and technology mobile is the most immediate project coming in late spring or early summer. It will provide tech tutorials, classes, laptops, tablets, hotspot lending, and other perks.*

*As technology evolves, the library will continue to adapt and evolve.*

*Supervisor Dirks asked when the bus would be in use.*

*Erin provided a tentative timeline for bus use in late spring or early summer.*

*Supervisor Tiffany asked where the mobile bus will be located or where it would visit.*

*Erin informed the Committee that the library has a bookmobile coordinator that goes out to schools, parks, community locations, and as far South as Pinnacles.*

*Supervisor Tiffany asked how members may know where the bookmobile would be?*

*Erin responded that if the location has a person in charge, arrangements are made; otherwise, social media is utilized to promote bookmobile locations and post information on the library webpage. Schools are the exception as public members cannot be on school grounds.*

*Supervisor Tiffany asked about the timeline of the Kiosk?*

*Erin expressed that it was dependent on Resource Management Agency, permits, and the construction but aiming for a start in early summer.*



*Supervisor Tiffany lastly asked for input on the library grant that is in process.*

*Nora Conte provided background information regarding the grant and is hopeful of securing the funding.*

*Supervisor Dirks asked for clarification on technology at the migrant center and when it will go into effect.*

*Sacramento provided clarity, stated it was a mobile type of connection, and clarified that this would be part of the FCC grant.*

*Public Comment Opened.*

*Phil Esparza: will there be an opportunity to have a subcommittee to meet with staff to have working sessions to focus the Committee.*

*Barbara Thompson provided a general answer; briefly, it is challenging to do a subcommittee with two board members – can do a working group. It would be ideal to have more committee members to implement subcommittees.*

*Public Comment Closed.*

7. Community Broadband Task Force Membership:  
Provide updates concerning membership

*Sacramento introduced the item. As the broadband committee task members wanted to ask to share the platform, members provided updates to it related to broadband projects and initiative and collaboration efforts.*

*Supervisor Tiffany asks Phil Esparza to share comments.*

*Phil Esparza expressed some concerns and asked that the Committee work in collaboration with the Broadband task force to address some of the circumstances. Have a positive working relationship.*

*Supervisor Tiffany provided further comments. The thinking is that the grant will provide a strategic plan allowing us to apply for additional funds. Still need to work out the logistics of how the Committee will collaborate with the task force.*

*CAO provided comments.*

*Supervisor Dirks provided further comments.*

*Public comment opened.*

*James provided comments.*

*Public comment closed.*

**CLOSED SESSION**

**8. CLOSED SESSION – GOVERNMENT SECTION CODE 54957**

**THREAT TO PUBLIC SERVICES OR FACILITIES**

Consultation with Barbara Thompson, County Counsel, Sacramento Villicana, Information Technology manager.

*Barbara Thompson read the item into record.*

*Public comment opened.*

*Public comment closed.*

*No reportable action.*

**ADJOURNMENT: 11:43 AM**

**MOTION**

Motion to adjourn the meeting.

Made by **Supervisor Betsy Dirks** and seconded by **Supervisor Bob Tiffany.**

**2-0 Vote**

For (2)

Ayes: Dirks, Tiffany

Against: (0)

Noes: -

*As required by Gov. Code Section 54957.5 any public record distributed to the San Benito Economic Development Committee less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by some other person and distributed at the meeting it will be made available for public inspection following the meeting at the office of the Clerk of the Board.*

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# Agenda Item #6

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**BEFORE THE SAN BENITO INFORMATION TECHNOLOGY COMMITTEE,  
COUNTY OF SAN BENITO**

**RESOLUTION NO. 2022- 02**

**RESOLUTION OF THE SAN BENITO INFORMATION TECHNOLOGY  
COMMITTEE AUTHORIZING CONTINUED REMOTE  
TELECONFERENCE MEETINGS**

**WHEREAS**, the County of San Benito and the San Benito Information Technology Committee is committed to preserving and nurturing public access and participation in meetings of the Board of Supervisors and Committee meetings, subject to the Ralph M. Brown Act (“Brown Act”); 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

**WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

**WHEREAS**, the proclaimed state of emergency remains in effect; and,

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and,

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

**WHEREAS**, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

**WHEREAS**, the Board of Supervisors is empowered by Article XI, section 7 of the California

Constitution to take actions necessary to protect public, health, welfare, and safety within the unincorporated areas of the County; and,

**WHEREAS**, the County has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the County's various legislative bodies subject to the Brown Act; and,

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the San Benito County Board of Supervisors deemed it necessary to find that a *requirement* to meet in person for meetings of all County of San Benito related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, and thus, intends to invoke the provisions of AB 361 related to teleconferencing; and,

**WHEREAS**, on September 30, 2021, Dr. Ghilarducci, Interim San Benito County Public Health Officer, issued a recommendation on Social Distancing, attached hereto as Exhibit "A", and incorporated herein by this reference; and,

**WHEREAS**, on October 12, 2021, the Board of Supervisors of San Benito County adopted a resolution authorizing teleconferencing meetings pursuant to AB 361; and

**WHEREAS**, the Board of Supervisors' adopted resolution applies to all legislative bodies of the County, thus allowing all bodies to utilize the provisions of AB 361; and,

**WHEREAS**, the Information Technology Committee is presented by this resolution for the opportunity to determine whether AB 361 should be specifically applied to Information Technology Committee meetings;

**WHEREAS**, the San Benito County Information Technology Committee has considered all information related to this matter, as presented at the public meetings of the Information Technology Committee identified herein, including any supporting reports by County Staff, and any information provided during public meetings, including but not limited to the current circumstances related to the state of emergency, which continues to remain in active.

**WHEREAS**, the San Benito County Information Technology Committee further finds that the state of emergency continues to directly impact the ability of the members to meet safely in person.

**NOW, THEREFORE, BE IT RESOLVED**, by the San Benito County Information Technology Committee as follows:

1. The San Benito County Information Technology Committee finds that the facts set forth in the recitals to this Resolution are true and correct.
2. The above findings and this resolution apply to all San Benito County Information Technology meetings.

3. As long as the State Emergency remains in effect or until directed otherwise by the Committee, staff shall present to the Committee at every meeting an item necessary to continue the findings required by AB 361;

4. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the Committee adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Information Technology Committee may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953; and,

5. The County Administrative Officer and County Counsel are directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

**PASSED AND ADOPTED** by the San Benito County Information Technology Committee, County of San Benito, State of California on this 20<sup>th</sup> day of June 2022, by the following vote:

AYES: SUPERVISORS  
NOES: SUPERVISORS  
ABSTAINING: SUPERVISORS  
ABSENT: SUPERVISORS

By \_\_\_\_\_  
\_\_\_\_\_, Chair  
San Benito County Information Technology Committee

ATTEST:  
Jennifer Frechette, Clerk of the Board

APPROVED AS TO LEGAL FORM:  
Barbara J. Thompson, County Counsel

By: \_\_\_\_\_

By: \_\_\_\_\_  
County Counsel

Date: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT "A"



**SAN BENITO COUNTY**

HEALTH & HUMAN SERVICES AGENCY

DAVID GHILARDUCCI, MD, FACEP  
INTERIM HEALTH OFFICER

TRACEY BELTON  
AGENCY DIRECTOR

**PUBLIC HEALTH SERVICES**  
Healthy People in Healthy Communities

September 30, 2021

CAO Ray Espinosa  
San Benito County Administration

Re: Recommendation on Social Distancing and Hybrid Meetings

Given the considerable impact on our community from the COVID-19 virus and the Delta variant, I strongly recommend that all legislative bodies, including but not limited to the County, cities, and special districts, local commissions and committees, and subsidiary bodies, continue social distancing measures for public meetings, including offering, at the legislative body's discretion, a remote or hybrid format for public meetings. Social distancing and masking remain crucial strategies in our fight to prevent contagion. Conducting public meetings in a remote or hybrid manner allows for members of the community to participate from the comfort of their homes without having to risk contracting the virus by attending in-person meetings.

These measures serve to help contain the spread of the disease and protect the community. All events public gatherings, including public meetings, create environments where a virus can potentially spread among attendees and participants. However, when combined with social distancing and masking policies, and the continued effort to increase vaccination within San Benito County, a remote or hybrid format for meetings maximizes avenues for public access and input and minimizes the risk of contagion for not only the public, but for agency staff, presenters, and legislative body members as well.

If you have any questions regarding this recommendation, please do not hesitate to contact me.

Sincerely,

David Ghilarducci MD  
Interim Health Officer

**PUBLIC HEALTH SERVICES**  
351 Tres Pinos Road, Suite A-202  
Hollister CA 95023  
831-637-5367

**ENVIRONMENTAL HEALTH**  
351 Tres Pinos Road, Suite C-1  
Hollister CA 95023  
831-636-4033

**MEDICAL THERAPY UNIT**  
761 South Street  
Hollister CA 95023  
831-637-1989

08/23/21