

## Summary

### Attendees:

Name	Title	Representing
Bruce Vogen	Research Analyst	Marin Residents
Javier Trujillo	Chief Assistant Director	County of Marin
Liza Massey	Chief Information Officer	County of Marin
Michael Frank	Executive Officer	Marin General Services Agency
Ross Millerick	Trustee	Novato Unified School District
Rebecca Woodbury	Resident	
Sara Jones	Director	Marin Free Library
Jonathan Logan	VP Community Engagement	Marin Community Foundation
Jeff Daniel	Project Manager	Marin IST

### Location:

MS Teams Virtual Meeting

### Agenda:

1. Announcements
2. Project Charter
3. Wrap-up
4. Next Steps

### Notes:

1. Announcements (see slide 5 below)
2. Project Charter
  - a. Project Charter change # 2
    - i. Bring everyone together, make it collaborative, have buying, and hope for adoption.
    - ii. Diagram shows roles and responsibilities, changes is on what each group might do.
    - iii. Charter are contracts and agreements, if something needs to change, we can agree amongst ourselves to change.

**b. Project Charter Adoption**

- i. Initially the language was not clear, this is a project for the county and if it can serve all agencies, great, rather than a plan for all the agencies for Marin. The language suggested is an improvement.
- ii. Suggestion to define “internet” as high-speed internet, that can work for school and business and make internet viable. “High-speed” is better rather than “broadband”.
- iii. Ensure we are crystal clear on the language and what we are doing.
- iv. Project is being started and funded by the county. The vision is that we would bring the different sectors and education to adopt it, this is not a master plan and helps guide collaboration.
- v. Add “affordable” to high-speed internet.

**c. Elevator Pitch**

- i. Succinct statement that will describe this project.
- ii. Effort in designing a roadmap for the project and have opportunities to collaborate and be more efficient.
- iii. Holistic view of the internet divide and connection. What the needs are and how can we get the government to respond and meet those needs through digital mechanism.
- iv. Bigger piece of what the internet can do for people. Times are really tough for business, so business community to continue to thrive it needs a better digital structure.

Recording <https://youtu.be/DjIYfxE6Sy0>

This meeting was recorded and can be viewed at

Slide 1



Slide 2

## ESC Meeting Etiquette

1. Everyone participates and all voices are heard.
2. Mute when you aren't the speaker.



A screenshot of a Zoom meeting control bar. The bar is dark with several icons. From left to right: a timer showing "59:37", a video camera icon, a microphone icon with a red slash through it, a hand icon (the "raise hand" icon), a speech bubble icon, a group of people icon, and a red phone icon. A red arrow points to the microphone icon, and another red arrow points to the hand icon.

3. Use 'raise your hand' to speak.
4. Wait until the facilitator or presenter calls on you.
5. Try not to interrupt.
6. Silence means agreement.

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Executive Steering Committee		
Bruce Vogen	Research Analyst	Marin Resident
Elise Semonian	Planning Director	Town of San Anselmo
Javier Trujillo	Chief Assistant Director	Marin County IST
Jeff Daniel	Project Manager	Marin County IST
Johnathan Logan	Vice President Community Engagement	Marin Community Foundation
Liza Massey	Chief Information Officer	Marin County
Michael Frank	Executive Officer	Marin General Services Agency
Mike Blakeley	Chief Executive Officer	Marin Economic Forum
Rebecca Woodbury	Director Digital Service & Open Government	City of San Rafael
Ross Millerick	Director IT Management and Lecturer Golden Gate University	Novato Unified School District Trustee
Sara Jones	Director	Marin County Free Library

Slide 4

News

Slide 5

## Announcements

- Paid College Intern position posted next week
- Website creation with ProudCity begins next week

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## Project Charter

## Slide 7

## Project Charter Adoption

- Additional updates made & v3 sent

## Slide 8

## Elevator Pitch

- What is the #1 take-away we want them to have?
  - Covid has highlighted issues in the digital divide and opportunities to address those
  - The kids at home in West Marin and underserved communities cannot learn on antiquated technology
  - That there are multiple constituencies that need functional internet access
  - There are opportunities that are missed because we don't have a unified effort to take advantage of them
  - Find the ways in which we are better together. This is a holistic view of the digital divide beyond just the physical digital connection, it is about what the internet can do for people.
  - A coherent and comprehensive vision to guide policies and decisions towards connected households throughout Marin
  - We are working on a plan so that everyone in Marin can be connected to the internet and e-services.
- What is the most exciting thing about our Vision?
  - We are looking for a Public-Private partnership
- What is our appeal to them personally (WIIFM)?
  -
- What is our strong finish?
  -

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## Meeting Wrap Up

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## Next Steps for the ESC

### **For the next meeting - 10/29 @ 3 p.m.**

- Review Scope of Work  
We meet with Magellan Advisors
- ESC members report out on Work Group ideas
- Continue to identify potential Work Group members and additional stakeholders

### **November meeting schedule – Thanksgiving week**

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## My Deliverables To You

- Send a PDF of today's deck
- Follow up on any parking lot items

Slide 12

## Thank You

Your service to our community is  
greatly appreciated