

Dec 14, 2023 | Affordable Connectivity Program (ACP) Outreach Community & Engagement Subcommittee Meeting Minutes

Location: Virtual Google Meets Meeting

Date: December 14th, 2024

Time: 9:00am - 10:00am PST

Facilitator: Linda Roman

Agenda:

Introductions (10 minutes)

Updates & Announcements (10 minutes)

- Committee Key Objectives & Commitments (15 minutes)
- Solano County ACP updates (10 minutes)
 - a. 11/3/2023 Fairfield ACP event details shared.

Discussion (25 mins)

- Solano Connected Overview (5 minutes)
 - a. Solano Connected mission, history, and new website shared amongst committee.

Action Items (5 min)

Linda called to order the regular meeting at 9:00 am via Google Meets.

● Introductions

- Members state their name, title and the organization.
- Members share one thing that makes them connected to their community.

● Updates & Announcements

- Tech Exchange is a nonprofit organization working on a new initiative, *Solano Connected*, for digital equity efforts across Solano County. *Solano Connected* aims to create a digitally proficient Solano County community and eliminate barriers caused by the digital divide.
- Comcast, city officials, city/county members, and Tech Exchange are among the organizations involved in the meeting, working together to bring broadband infrastructure and internet access to underserved areas in Solano County.

- Tech Exchange has submitted funding applications to the CPUC to support digital equity programs and services in Solano County. They have an existing funding relationship with the CPUC and are hopeful that their applications will be approved, allowing them to implement and supplement their existing work in the spring months.
- A quarter million dollars in NOFA funding is being provided for CBOs to assist with the outreach effort.
- The team is planning quarterly ACP enrollment days, collaborating with local ISPs for discounted rates, and conducting community outreach campaigns to raise awareness about the program. They are also providing digital literacy training and seeking school partnerships to identify eligible families.

● Discussion

- Solano Connected Overview (5 minutes)
 - Solano Connected mission, history, and new website shared amongst committee.
- The main focus of the meeting is to collaborate with local organizations, schools, libraries, and community centers to promote the Affordable Connectivity Program (ACP) and ensure that hard-to-reach populations have access to affordable home internet. There is a need for outreach and engagement to increase enrollment in the ACP program. Ideas discussed include partnering with community organizations, promoting ACP at existing community events, and establishing a permanent location for ACP enrollment.

● Action Items

- General:
 - Provide information for inclusion in newsletters and social media platforms.
 - Send out the Solano Connected digital flier and offer to drop off physical fliers for distribution.
 - Request individual meetings with Councilmember K. Patrice Williams and representatives from Comcast, as well as with Lori Wilson's office for formal introductions and to strengthen connections.
 - Develop an outreach plan to increase awareness and enrollment in the affordable connectivity program, leveraging city relationships and trusted voices.
- Affordable Connectivity Program (ACP)
 - Print out flyers and distribute them through housing and local libraries.
 - Send out ACP promotional materials to all attendees for further distribution.

- Promote the next ACP event in Vallejo and consider additional incentives for attendance.
 - Coordinate with interested parties for hosting ACP quarterly enrollment days.
 - Coordinate with Tech Exchange for setting up a permanent ACP sign-up location at VIP fiber's downtown Vallejo space.
 - Invite organizations, schools, libraries, and community centers to the community engagement meeting to promote the ACP.
- **Adjournment**