



## **INYO-MONO BROADBAND CONSORTIUM ADVISORY COUNCIL**

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### **AGENDA**

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**Thursday, August 3, 2017 at 9:00 a.m.  
Bishop City Council Chambers  
301 West Line Street, Bishop, California  
AND  
Mammoth Lakes Town Council Chambers  
437 Old Mammoth Road, Suite Z, Mammoth Lakes, California  
VIA TELECONFERENCE**

### **NOTICES TO THE PUBLIC**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Council at 760-873-5863. Notification 48 hours prior to the meeting will enable the City of Bishop or Town of Mammoth Lakes to make reasonable arrangements to ensure accessibility to this meeting. (See 42 USCS 12132, 28CFR 35.130)

Full agenda packets are available for the public to review in the Office of the Clerk of the Council (City of Bishop, City Hall, 377 West Line Street, Bishop, California. 93514). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Council (City of Bishop, City Hall, 377 West Line Street, Bishop, California. 93514). Copies will also be provided at the appropriate meeting.

Members of the public desiring to speak on a matter appearing on the agenda should ask the Chair for the opportunity to be heard when the item comes up for Council consideration. NOTE: Comments for all agenda items are limited to a speaking time of three minutes.

### **Inyo-Mono Broadband Consortium (IMBC) Advisory Council Members**

City of Bishop – Private Sector Representative Christopher Carmichael  
City of Bishop – Public Sector Representative Beth Himelhoch  
City of Bishop – Tribal Sector Representative Phillip Fowler  
Inyo County – Private Sector Representative Charles James  
Inyo County – Public Sector Representative Justin Norcross  
Inyo County – Tribal Sector Representative Jesse Archer

Mono County - Private Sector Representative Ron Day  
Mono County - Public Sector Representative Jimmy Little  
Mono County - Tribal Sector Representative Tina Baithwaite  
Town of Mammoth Lakes\* – Business Representative – Jessica Kennedy  
Town of Mammoth Lakes\* – Lodging/Recreation Representative – Rudy DeFelice  
Town of Mammoth Lakes – Public Sector Representative – Christie Osborne

\*Note: The Town of Mammoth Lakes does not have a Native American tribe within their city limits. Therefore the Town Council recommended the appointment of a representative from the business community and a representative from the lodging/recreation community in order to provide fair representation for the Town of Mammoth Lakes.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENT – NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Chair, please state your name and address for the record and please limit your comments to three minutes. Under California law the Inyo-Mono Broadband Consortium Advisory Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the Inyo-Mono Broadband Consortium Advisory Council may briefly respond to comments or questions from members of the public. Therefore, the Inyo-Mono Broadband Consortium Advisory Council will listen to all public comment but will not generally discuss the matter or take action on it.
5. INYO-MONO BROADBAND CONSORTIUM (IMBC) BOARD REPORT - Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg, GISP.
6. IMBC ADVISORY COUNCIL BY-LAWS AND UNITY OF PURPOSE DISCUSSION AND WORKSHOP – Chair Day and Councilmembers Little and Osborne.
7. PROVIDER FORUM SUB-COMMITTEE REPORT AND NEXT STEPS – Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg, GISP.
8. WEBSITE SUB-COMMITTEE REPORT AND NEXT STEPS – Councilmember Osborne.
9. BRANDING, PARTNERSHIP, AND BROADBAND ACCESS TOOL – Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg, GISP.
10. SERVICE LEVEL INTERACTIVE MAP - Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg, GISP.

11. IMBC ADVISORY COUNCIL MINUTES – June 1, 2017 – Council consideration to approve the minutes as presented.
12. SCHEDULE IMBC ADVISORY COUNCIL PRESENTATIONS TO ALL ESCOG BOARD ENTITIES – Council to discuss scheduling of IMBC Advisory Council presentations to all ESCOG entities (City of Bishop City Council, Town of Mammoth Lakes Town Council, Inyo County Board of Supervisors, and Mono County Board of Supervisors).
13. CALL FOR AGENDA ITEMS FOR NEXT MEETING(S)
14. ADJOURNMENT – Thursday, September 7, 2017 at 9:00 a.m. Regular Meeting in the Bishop City Council Chambers and the Mammoth Lakes Town Council Chambers via teleconference.



## INYO-MONO BROADBAND CONSORTIUM

ITEM 5

PO Box 7657 | 437 OLD MAMMOTH ROAD, STE. 228 MAMMOTH LAKES, CA 93546  
(760) 924-1819 • FAX (760) 924-1697 • [ngreenberg@mono.ca.gov](mailto:ngreenberg@mono.ca.gov)

Nate Greenberg  
*Director, Mono County IT*

August 3, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Nate Greenberg – Director, Mono County IT  
**Subject** Inyo-Mono Broadband Consortium Board Report Out

### **Recommendation**

Informational item only.

### **Discussion**

Following the first meeting of the Inyo-Mono Broadband Consortium Advisory Council in June, an update was given to the IMBC Board, as well as guidance and direction requested on the matter of the website and Provider Forum. This item will report out the conversation at that meeting and direction given to the Advisory Council and staff.

### **Fiscal Impact**

None at this time.

### **Work Plan Alignment**

#### **Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



Nate Greenberg  
*Director, Mono County IT*

July 6, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Nate Greenberg – Director, Mono County IT  
**Subject** Inyo-Mono Broadband Consortium Advisory Council Bylaws & Unity of Purpose (Workshop)

**Recommendation**

1. Participate in the formation of Bylaws and establish a Unity of Purpose for the Advisory Council
2. Adopt Bylaws as developed and approved by the Inyo-Mono Broadband Consortium Advisory Council

**Discussion**

Bylaws are an important component to ensure smooth operation of the Inyo-Mono Broadband Consortium Advisory Council, and a Unity of Purpose will help better define the objectives of the group. This item will involve a facilitated discussion aimed at establishing and adopting the above mentioned items.

**Fiscal Impact**

None at this time.

**Work Plan Alignment**

**Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



## **INYO-MONO BROADBAND CONSORTIUM**

Bylaws, Conduct, and Governance

### **VISION**

*The overarching objective of the Inyo-Mono Broadband Consortium is to ensure every customer premise in the sub-consortium's service area has access to broadband connectivity of 1gbps or greater at an accessible cost-point.*

### **UNITY OF PURPOSE**

GOALS:

### **OUR NORMS**

1. Come prepared and with an inquiring mind. Read your agenda packet and be ready to ask clarifying questions
2. Be present. Turn off your cell phone and do not engage sidebar conversations.
3. Listen carefully to another's point of view, challenge his or her ideas but not the person.
4. All ships rise with the tide. Share your ideas in constructive and well-thought-out ways that would satisfy your local constituents, the larger area you represent and the region as a whole.
5. Support each other and treat each other with dignity and respect.
6. Ask questions when you do not understand something.
7. Respect your fellow council members' time. Arrive and come back from breaks on time.
8. Keep a sense of humor and enjoy yourself.
9. If you commit to doing something — do it
10. Practice humility. Each of us may not have all the answers.
11. Allow each member of the governance team to complete their thought before injecting your own.

### **OUR GOVERNANCE NORMS**

We agree to:

1. Focus on the needs of the region as a whole, on our specific areas and the populations and people we represent. The big and small pictures are not mutually exclusive.
2. Not take disagreements personally
3. Show respect and never to dismiss or devalue others.
4. Make a commitment to effective deliberation, each one listening openly while others are allowed to express their points of view.
5. Make a commitment to open communication, honesty and no surprises.
6. Commit the time necessary to govern effectively
7. Be collaborative (this is the way we operate and get things done.) Help solve other peoples and communities problems and trust that yours will also be solved in the spirit of collaboration.
8. Look upon history as lessons learned; focus on the present and future.

## **GENERAL MEETING STRUCTURE**

- Chair will call each meeting to order and Clerk will perform Roll call. A quorum of 50% + 1 is required for a meeting to be held.
- Public comment is welcome for any item that is not on the agenda. Comments pertaining to specific items will be taken as part of that agenda item.
- Only items placed on the agenda may be discussed by the Advisory Council. Any other business must be agendaized for future meetings.
- Meeting minutes should be reviewed by each Council member prior to the meeting. Minutes will be approved under Consent unless there is specific reasoning to correct or modify them.
- Agenda item requests for next meeting may be submitted to the Chair and Staff at least two weeks prior to the next meeting. Each agenda item must have an accompanying Staff Report.

## **METING PROCEDURES**

- Chair may set limits on debate time or number of speakers.
- You must be recognized by the Chair before speaking.

## **MOTIONS AND VOTING**

- Process
  1. Chair announces item subject and number
  2. Staff, Sponsor or Council Member Reporting introduces and presents the item
  3. Council asks technical questions for clarification purposes
  4. Public comment is opened on the item
  5. Chair asks for a Motion
  6. Chair asks for a Second
  7. Board discusses Motion
  8. Board Votes
  9. Chair announces result
- Abstentions don't count in vote tally.
- A tie vote fails to pass.
- To recuse, publicly state reason for recusal and leave room during debate and vote.

## **MOTIONS**

### **Special Motions**

- Simple majority to pass / open to debate
- Basic Motion: "I move that we..."
- Motion to Amend: suggests changes to the basic motion.
- Motion to Substitute: replaces the basic motion entirely.
- Simple majority to pass / no debate, goes directly to vote
- Motion to Adjourn: ends the meeting.
- Motion to Fix a Time to Adjourn: ends the meeting at a set time.
- Motion to Recess: break in the meeting. Chair sets length of the break.
- Motion to Table: defers the motion under discussion to a future date.

### **Motions that Permanently Close Discussion**

- 2/3 majority to pass / no debate, goes directly to vote
- Motion to Limit Debate: stops debate. "I move the question."
- Motion to Close Nominations: stops new nominations for a position.
- Motion to Object to the Consideration of a Question: rare, stronger form of tabling. Used before debate has begun.
- Motion to Suspend the Rules: temporarily changes meeting rules. Cannot be used to suspend non-parliamentary bylaws. Can be debated.

### **Meeting Interruptions**

- May be used at any time. Chair responds by asking you to state your point.
- Point of Privilege: points out uncomfortable surroundings, like a cold room or being unable to hear a speaker.
- Point of Order: points out failure to follow correct meeting procedures.
- Call for Orders of the Day: points out that the discussion has strayed from the agenda.
- Appeal: reverses a Chair's ruling when passed by simple majority. Requires a second and can be debated.
- Withdraw a Motion: used by the person making the motion. Others may immediately reintroduce the motion if they wish.

### **Motion to Reconsider**

- Simple majority to pass / open to debate
- May only be made by a member who previously voted in the majority for the item. Must be made during the same meeting





Nate Greenberg  
*Director, Mono County IT*

August 3, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Justin Norcross, Vice-Chair  
**Subject** Inyo-Mono Broadband Consortium Provider Forum

**Recommendation**

1. Provide feedback regarding initial Provider Forum meeting
2. Authorize Councilmember Justin Norcross and staff Nate Greenberg to schedule and coordinate the first Provider Forum meeting

**Discussion**

Since the June Advisory Council meeting, Justin Norcross and Nate Greenberg met twice to develop a draft agenda and begin to better define the purpose of Provider Forum.

Several Providers are known to IMBC for potential inclusion in the Provider Forum. The list of providers includes national, regional, and local private companies. The variety of providers is not necessarily an indicator of success of mission. Through the discussion with Providers around goals below, the IMBC hopes to discuss ways to increase Access and improve Adoption throughout the Eastern Sierra.

As part of the planning discussions for the first Provider Forum meeting, it was determined that having a set of clear and measurable goals would be important for providers (and others) to understand what the IMBC is working to accomplish. One recommendation is:

"To establish high-quality, competitively priced, and long-term internet solutions for 100% of private lands in the Eastern Sierra"

The vision for the first Forum meeting generally follows with these goals in mind:

- Understand how ISPs can use Broadband Access Tool & Service Level Map to increase their coverage?
  - Growth in currently covered areas
  - Introduction of service into under/unserved areas
- Understand ISP challenges to increasing Access
  - The IMBC recognizes that provider participation is needed but without the forfeiture of trade secret information
- Understand public policy barriers for ISP to expand service

### Draft Agenda for 1<sup>st</sup> Meeting

- Share the Vision and Goals of IMBC
- Overview of the IMBC and work plan
- Broadband Access Tool & Map
- ISP Challenges, how to best share with IMBC?
- Public policy barriers

### Identified Providers

- Frontier Communications
- California Broadband Cooperative
- Inyo Networks
- Race Communications
- Suddenlink
- Fox Industries
- Schat.net
- Sierra Wireless
- Lone Pine TV
- Hartstrom.com

### **Fiscal Impact**

None at this time.

### **Work Plan Alignment**

#### **Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



Nate Greenberg  
*Director, Mono County IT*

August 3, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Nate Greenberg – Director, Mono County IT  
**Subject** Inyo-Mono Broadband Consortium Website Development

**Recommendation**

1. Receive report out from sub-committee meetings, and authorize sub-committee to begin design phase
2. Review proposed design templates and provide feedback on preferred alternative

**Discussion**

The website sub-committee consisting of Christie Osborne, Phillip Fowler, Charles James, and Rudy DeFelice met on June 23, and July 24, 2017 to discuss next steps regarding the development of a website for the Inyo-Mono Broadband Consortium and Connected Eastern Sierra brand.

The sub-committee has made progress regarding decisions around platform, and initial design framework concepts. Additionally, it has been determined that the IMBC may continue to retain the services of Nils Davis Design via the existing Town of Mammoth Lakes contract in order to facilitate design and development of the website.

**Fiscal Impact**

Up to \$8,300, as budgeted and approved in the IMBC Y1 Workplan.

**Work Plan Alignment**

**Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



Nate Greenberg  
*Director, Mono County IT*

August 3, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Nate Greenberg – Director, Mono County IT  
**Subject** Regional Branding & Partnership Initiative / Broadband Access Tool

**Recommendation**

Receive report out from sub-committee meeting and provide feedback to staff regarding next steps.

**Discussion**

The regional branding, partnership, and broadband access tool sub-committee consisting of Jessica Kennedy, Justin Norcross, and Christie Osborne met on June 23 and August 2, 2017 to discuss next steps regarding the development the Connected Eastern Sierra brand, the Broadband Access Tool, and basics of the ‘Partnership’ program.

This item will report out the topics of that meeting and seek any additional input pertaining to next steps.

**Fiscal Impact**

None at this time.

**Work Plan Alignment**

**Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



Nate Greenberg  
*Director, Mono County IT*

August 3, 2017

**To** Inyo Mono Broadband Consortium Advisory Council  
**From** Nate Greenberg – Director, Mono County IT  
**Subject** Service Level Interactive Map

**Recommendation**

Receive report out from sub-committee meeting and provide feedback to staff regarding next steps.

**Discussion**

Since the June Advisory Council meeting, two separate meetings have occurred among the Service Level Map sub-committee. Initial concepts and designs for the map(s) have been conceptualized, and an overall purpose defined.

This item will brief the Advisory Council on the status of this effort and show a brief presentation of the work produced to date.

**Fiscal Impact**

None at this time.

**Work Plan Alignment**

**Initiative Focus Area**

- 1. Sustainability and Expansion of Broadband Infrastructure
- 2. Policy, Strategy, & Agency Engagement
- 3. Case Studies, Pilot Programs, & Analyses
- 4. Broadband Education & Adoption Campaign



## INYO-MONO BROADBAND CONSORTIUM ADVISORY COUNCIL INITIAL MEETING

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### MINUTES

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**Thursday – June 1, 2017  
Bishop Council Chambers  
301 West Line Street, Bishop, California**

### **Inyo-Mono Broadband Consortium (IMBC) Advisory Council Members**

City of Bishop – Private Sector Representative Christopher Carmichael  
 City of Bishop – Public Sector Representative Beth Himelhoch  
 City of Bishop – Tribal Sector Representative Phillip Fowler  
 Inyo County – Private Sector Representative Charles James  
 Inyo County – Public Sector Representative Justin Norcross  
 Inyo County – Tribal Sector Representative Jesse Archer  
 Mono County - Private Sector Representative Ron Day  
 Mono County - Public Sector Representative Jimmy Little  
 Mono County - Tribal Sector Representative Tina Braithwaite  
 Town of Mammoth Lakes\* – Business Representative – Jessica Kennedy  
 Town of Mammoth Lakes\* – Lodging/Recreation Representative – Rudy DeFelice  
 Town of Mammoth Lakes – Public Sector Representative – Christie Osborne

\*Note: The Town of Mammoth Lakes does not have a Native American tribe within their city limits. Therefore the Town Council recommended the appointment of a representative from the business community and a representative from the lodging/recreation community in order to provide fair representation for the Town of Mammoth Lakes.

#### 1. CALL TO ORDER

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg called the initial meeting of the Inyo-Mono Broadband Consortium Advisory Council to order at 9:06 a.m. in the Bishop City Council Chambers.

#### 2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Christine Osborne.

3. ROLL CALL:

Present:

Christopher Carmichael – arrived at 9:10 a.m.

Beth Himelhoch

Phillip Fowler – arrived at 9:14 a.m.

Charles James – arrived at 10:08 a.m.

Justin Norcross

Ron Day

Jimmy Little

Tina Braithwaite – arrived at 9:28 a.m.

Christie Osborne

Absent:

Jesse Archer

Jessica Kennedy

Rudy DeFelice

Others Present:

Nate Greenberg, Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator

Robin Picken, City of Bishop Assistant City Clerk

Stacey Simon, Mono County Counsel

Karen Schwartz, Eastern Sierra Council of Governments Chair

Stacy Corless, Eastern Sierra Council of Governments Board Member

Scott Armstrong, Inyo County Information Technology Director

4. PUBLIC COMMENT – NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Chair, please state your name and address for the record and please limit your comments to three minutes. Under California law the Inyo-Mono Broadband Consortium Advisory Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the Inyo-Mono Broadband Consortium Advisory Council may briefly respond to comments or questions from members of the public. Therefore, the Inyo-Mono Broadband Consortium Advisory Council will listen to all public comment but will not generally discuss the matter or take action on it.

No public comments were made.

5. WELCOME AND OVERVIEW

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg, welcomed everyone to the initial Inyo-Mono Broadband Consortium Advisory Council meeting. He mentioned that Item 8 will be pulled out of order towards the end of the meeting since Mono County Counsel Stacey Simon will not be present until late in the meeting to conduct the Brown Act

training as noted on the agenda. He then asked all appointed members to introduce themselves to the rest of the Board. After introductions were made, Director Greenberg reviewed the Digital 395 project, the Inyo-Mono Broadband Consortium Action Plan, and the Jurisdictional Participants and Staff. No public comments were made.

6. INYO-MONO BROADBAND CONSORTIUM (IMBC) ADVISORY COUNCIL

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg reviewed the IMBC Advisory Council's Work Plan Overview, Proposed Budget Overview, and Share Point Site with the Council. No public comments were made.

7. DISCUSS IMBC ADVISORY COUNCIL GOALS AND EXPECTATIONS

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg lead the discussion with the IMBC Advisory Council on the Advisory Council's goals and expectations.

After a detailed discussion by Council on the topics outlined in both Items 6 and 7 by Director Greenberg, the Council agreed to the following four ad-hoc committees made up of 6 or less of the IMBC Advisory Council members focusing on specific tasks/projects between now and the next regularly scheduled meeting.

Provider Council  
Representative: Justin Norcross

Service Level Interactive Map/Demand Aggregation  
Representatives: Christie Osborne, Tina Braithwaite, Charles James

Branding/Access Tool  
Representatives: Christie Osborne, Justin Norcross

Website & Communication Strategy  
Representatives: Phillip Fowler, Christie Osborne, Charles James

No public comments were made.

8. BROWN ACT TRAINING – (see below; item pulled out of order)

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg announced that this item will be presented towards the end of the meeting.



## 9. ROLES AND RESPONSIBILITIES

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg reviewed with the Council the need to appoint a Chair and Vice Chair for the leadership of this Council.

After a brief discussion on the organization of the IMBC Advisory Council and the request that the Chairperson have some experience in running a public meeting, City of Bishop Assistant City Clerk Robin Picken opened the nominations for Chair and Vice Chair of the IMBC Advisory Council.

Charles James nominated Justin Norcross as Chair. Beth Himelhoch seconded the motion. Justin Norcross thanked both Charles James and Beth Himelhoch for their nomination, but expressed his concern that he lacked experience in running a public meeting.

After further discussions of the appointed Chair's roles and responsibilities, Ron Day nominated himself as Chair and Justin Norcross as Vice Chair.

With no further comments were made by the Council and no public comments made, City of Bishop Assistant City Clerk Robin Picken closed the nominations.

City of Bishop Assistant City Clerk Robin Picken called for a motion to appoint a Chair and Vice Chair to the IMBC Advisory Council.

Christie Osborne made a motion to appoint Ron Day as Chair and Justin Norcross as Vice Chair. Charles James seconded the motion.  
Motion passed: 9-0.

Ayes: Council Members Carmichael, Himelhoch, Fowler, James, Norcross, Day, Little, Braithwaite, Osborne

Noes: None

Abstain: None

Absent: Council Members Archer, Kennedy, DeFelice

## 10. MEETING SCHEDULE – (see below; item pulled out of order)

## 11. DISCUSS TOPICS OF INTEREST

There was no discussion held on the topics of interests.

No public comments were made.

## 12. CALL FOR AGENDA ITEMS FOR NEXT MEETING

- Provider Council Update – Vice Chair Norcross
- Service Level Interactive Map/Demand Aggregation Update - Councilmembers Osborne, Braithwaite, James

- Branding/Access Tool Update - Councilmember Osborne, Vice Chair Norcross
- Website & Communication Strategy Update - Councilmembers Fowler, Osborne, James
- By-laws for IMBC Advisory Council – Councilmember Little
- Call for agenda items to be placed on the next ESCOG meeting – set up as a standing agenda item

No further requests were made for future agendas items.

#### 10. MEETING SCHEDULE – (item pulled out of order)

Mono County & Town of Mammoth Lakes Information Technology Director/GIS Coordinator Nate Greenberg initiated the discussion on the Council's future meeting schedule given the limited timeline to accomplish the Council's goals. Council discussed meeting on the first Thursday of the month and if the same time frame would work for everyone. Council also addressed staff as to the location of their meetings and how staff could accommodate a meeting in not just Mammoth Lakes and/or Bishop but at other locations within their jurisdictions. Director Greenberg advised the Council that staff could arrange to have our regular meetings held in both Mammoth Lakes and in Bishop via teleconference and available live on Granicus. Council could also conduct special meetings at other locations when requested.

No public comments were made.

Councilmember Little made a motion to schedule the regular IMBC Advisory Council meetings on the first Thursday of the month starting at 9:00 a.m. in Bishop and in Mammoth Lakes via teleconference. Councilmember Braithwaite seconded the motion. Motion passed 9-0.

Ayes: Council Members Carmichael, Himelhoch, Fowler, James, Norcross, Day, Little, Braithwaite, Osborne

Noes: None

Abstain: None

Absent: Council Members Archer, Kennedy, DeFelice

It was agreed that the next meeting will be held on Thursday, July 6, 2017 at 9:00 a.m. at both the Town of Mammoth Lakes Council Chambers and the City of Bishop Council Chambers via teleconference.

#### 8. BROWN ACT TRAINING – (item pulled out of order)

Mono County Counsel Stacy Corless conducted the Brown Act training with the IMBC Advisory Council and answered all of Council's and staff's questions. After further discussions of the Brown Act, the Council agreed that it would be prudent to establish by-laws to help address any concerns the Council may have in regards to approving future agenda items or any other items. Councilmember Little agreed to bring back by-laws at an upcoming meeting for the Council's consideration for adoption. No public comments were made.

13. ADJOURNMENT

Chair Day adjourned the meeting at 12:16 p.m. to the IMBC Advisory Council meeting scheduled for Thursday, July 6, 2017 at 9:00 a.m. Regular Meeting in the Mammoth Lakes Town Council Chambers located at 437 Old Mammoth Road, Suite Z and in the Bishop City Council Chambers located at 301 West Line Street via teleconference.

\_\_\_\_\_  
Ron Day, Chair

Approved on: \_\_\_\_\_

DRAFT