

Illinois Century Network

Policy Committee Meeting Agenda

July 12, 2016
1:00 p.m.



**ILLINOIS CENTURY NETWORK
POLICY COMMITTEE
MEETING AGENDA
JULY 12, 2016
1:00 P.M.**

Item Number		Submitted For	Page Number
1.	Call to Order and Attendance		-
2.	Announcements and Remarks		-
3.	Minutes – April 12, 2016	Action	3 - 6
4.	DoIT Update	Informational	7
5.	E-rate Update	Informational	8 - 9
6.	K-12 Broadband Initiative	Informational	10 – 11
6.	Advanced Engineering Task Force Membership	Action	12 – 13

Next Meeting
October 11, 2016
Illinois State Library, Springfield
James R. Thompson Center, Chicago

**ILLINOIS CENTURY NETWORK
April 12, 2016 POLICY COMMITTEE MINUTES**

Submitted for: Action

Summary: Distribution of the April 12, 2016 minutes for review by the Policy Committee.

Action Requested: Adoption of the April 12, 2016 minutes.

Recommended Motion: *The ICN Policy Committee adopts the April 12, 2016 minutes with any edits as noted.*

**ILLINOIS CENTURY NETWORK
APRIL 12, 2016 POLICY COMMITTEE MINUTES**

Kathleen Bloomberg called the meeting to order at 1:03 p.m. on behalf of Chairman Bhatt who was unable to attend.

Members Present (Springfield):

Lori Sorenson, Central Management Services	Michael Dickson, Western Illinois University
Kathleen Bloomberg, Illinois State Library	Eric Lichtenberger, Illinois Board of Higher Education
Todd Jorns, Illinois Community College Board	

Members on Audio Bridge:

Chet Olson	
Tom Steele	

Members Absent:

Brent Engelman, State Board of Education	Erich Schroeder, Illinois State Museum
Hardik Bhatt, Central Management Services	

Staff and Guests:

Essam El-Beik, Central Management Services	Tom Oseland, Central Management Services
Robin Woodsome, Central Management Services	Judy Hessler, Central Management Services
Valerie Bolinger, Central Management Services	Carla Paoni, AT&T
John Leonard, Central Management Services	

Announcements and Remarks

Kathleen Bloomberg welcomed board members and guests.

Minutes – April 12, 2016

Kathleen introduced the first item on the agenda, approval of the minutes from the January 12, 2016 meeting. A motion was made by Todd Jorns to accept the minutes. The motion was seconded by Mike Dickson. The motion carried.

E-rate Update

Tom Oseland provided the E-rate update and referred members to pages #8 of the meeting packet. Of the 369 applications submitted for the 2015 E-rate funding year with ICN listed as the service provider, a total of 353 have been approved to receive funding support. These approved applications represent a total of approximately \$3.8 million in ICN services supported by almost \$2.4 million in E-rate funds. Currently, data is being compiled to claim reimbursement of this funding via the Service Provider Invoice (SPI) method for the first 6 months of the funding year. This procedure allows the ICN to recover the funds disbursed to applicant customers via invoice discounts. The claim for the first half of the year will be approximately \$283,000. It is unknown at this time how many remaining applicants will be claiming approved E-rate funds via the “BEAR” (Billed Entity Applicant Reimbursement) process.

On January 25th, the Universal Service Administrative Company (USAC) officially announced the dates for the filing window for the 2016 E-rate application. The window opened on February 3rd at noon and will close April 29th at midnight eastern time. Applicants must now use the newly created E-rate Productivity Center (EPC), the new online filing portal, to submit their 2016 E-rate application forms.

USAC recently introduced a new download tool to access information on 2016 applications filed in the EPC. As of this writing, a total of 258 Form 471 applications have been filed in Illinois.

Essam El-Beik added that ICN has responded to 417 bids and continues to review all sites within vicinity for a fiber build. Bandwidth requests are 2–3 times higher than the level requested last year.

K-12 Broadband Initiative

Essam El-Beik reported that staff continues to work with Education Super Highway (ESH) on researching the broadband connectivity in Illinois. ESH issued a draft connectivity report on March 11, 2016. Next steps include working on an action plan for Illinois. In January, the National Governors Association (NGA) and ESH issued an RFP soliciting states to take part in the K-12 Broadband and Digital Learning Policy Academy. Illinois responded to the RFP and was selected to participate in the Policy Academy along with several other states. The first Policy Academy was conducted two weeks ago and we collaborated with representatives from NGA and ESH to narrow down the steps to enable broadband connectivity and support digital learning for K-12 entities. Another Policy Academy is scheduled in October.

Budget Update

Lori Sorenson referred members to page #13 of the meeting packet. Lori explained the budget report and explained the budgetary impact over the years outlined in the spreadsheet (2001-2016).

New Service Offerings

Essam El-Beik provided an update on new service offerings. ICN plans to provide new pricing for gigabit speed services. As outlined in the report, the price per megabit will decrease slightly for those customers who require more bandwidth. The pricing is competitive and in-line with current market trends. A motion was made by Erich Lichtenberger to accept the proposed pricing changes. The motion was seconded by Todd Jorns. The motion carried.

In addition, we will be adding two new services to our catalog. Session Initiation Protocol (SIP) Trunking will deliver a cost effective way for customers to consolidate voice and Internet traffic over a single broadband connection. Pricing is outlined in the packet. In addition to SIP, the ICN recently partnered with StormWind Studios, an independent training company that offers a live classroom e-learning experience. ICN customers will have access to an entire catalog of training courses at a discounted rate.

Marketing & Outreach

Valerie Bolinger reported that the ICN will focus on several traditional marketing and outreach strategies in 2016. The goal is to increase general knowledge and awareness about new services, value-add services and customer support. Staff plans to utilize social media, continue to leverage speaking opportunities, and partner with business/organizations

Advanced Engineering Task Force (AET) Membership

Lori Sorenson referred members to pages 20-22 of the meeting packet. The AET is seeking reappointment for Mike Dickson; Tracy Smith; University of Illinois Champaign; and Andrew Bullen, Illinois State Library. These individuals participate on a regular basis and would like to remain on the task force. The AET is not seeking reappointment for Brian Tobin, DeKalb SD #425 and Jim Peterson, Bloomington SD #87 due to lack of attendance.

In addition, we have several new members for recommendation; Mindy Fiscus, Learning Technology Center (LTC 6); Shannon Smith, Tuscola CSUD #301; and Tom Donovan, Aptakisik Trip SD 102.

The last recommendation is to appoint Andrew Bullen as co-chair for the AET Task Force.

A motion was made by Erich Lichtenberger to reappoint Mike Dickson, Tracy Smith, Andrew Bullen; appoint Mindy Fiscus, Shannon Smith, and Tom Donovan as new members; and appoint Andrew Bullen as co-chair with terms that expire in June 2019. Todd Jorns seconded the motion. Motion passed with Mike Dickson abstaining.

Adjourn

Mike Dickson moved to adjourn the meeting. Motion seconded by Eric Lichtenberger. Motion passed and meeting adjourned at 2:05 p.m. The next meeting will be July 12, 2016 at the Illinois State Library in Springfield, the JRTC in Chicago or via audio.

**ILLINOIS CENTURY NETWORK
DoIT UPDATE**

Submitted for: Informational

Summary: This item provides an update on the Illinois Department of Innovation & Technology (DoIT).

Action Requested: None

Recommended Motion: *None*

**ILLINOIS CENTURY NETWORK
E-RATE UPDATE**

Submitted for: Informational

Summary: This item provides an update on ICN E-rate funding requests.

Action Requested: None

Recommended Motion: *None*

**ILLINOIS CENTURY NETWORK
E-RATE UPDATE**

The 2015 E-rate funding year came to a close on June 30, 2016. Many ICN E-rate customers are beginning work on filing their reimbursement claims for the year. ICN has reviewed and approved a number of these requests to date. A total of \$90,715.51 has already been claimed via this process. As of July 1st the approval and transfer of reimbursement funding will be handled directly by USAC. ICN, along with other service providers participating in the E-rate program, are asked to continue providing oversight of the process. The final billing cycle for ICN services will be completed in mid-July. Once this process takes place the remaining ICN funding claims will be prepared based on invoice discounts given in the second half of the year. A total of \$331,849.42 has been collected through this process primarily based on invoice discounts for the first half of the 2015-16 funding year along with some miscellaneous claim activity.

The 2016 E-rate funding year filing window for K-12 schools to submit their applications closed on May 26th after having been extended for approximately one month. The filing window will remain open for Libraries and Consortia until July 21st. To date, there are 319 applications that list ICN as the service provider for Internet access. These applications represent a total of approximately \$3.95 million in potential revenue impact for the ICN. This would translate to E-rate funding claims totaling over \$2.6 million after applicant discount percentages have been applied. A small number of these applications have been approved. The chart below summarizes activity for the ICN as a service provider in the E-rate program beginning with the 2013 funding year; the first year in which ICN participated as an Internet service provider.

Service Provider Activity

Funding Year	Total apps listing ICN	Total apps approved for funding	Total dollar amount approved	Total dollar amount claimed for support
Year 16 (2013)	117	107	\$1,252,008	\$261,086
Year 17 (2014)	162	154	\$1,880,284	\$585,959
Year 18 (2015)	369	353	\$3,850,244	\$422,565
Year 19 (2016)	319	21	\$64,532	-0-
Totals	N/A	N/A	\$7,047,068	\$1,269,610

The chart below summarizes ICN E-rate application history for each funding year up to 2012.

Applicant Activity

Funding Year	Received
Year 3 (2000)	\$2,137,765
Year 4 (2001)	\$2,522,559
Year 5 (2002)	\$4,996,227
Year 6 (2003)	\$4,644,171
Year 7 (2004)	\$2,497,427
Year 8 (2005)	\$2,424,567
Year 9 (2006)	\$982,392
Year 10 (2007)	\$953,998
Year 11 (2008)	\$799,251
Year 12 (2009)	\$1,339,032
Year 13 (2010)	\$2,982,199
Year 14 (2011)	\$2,561,151
Year 15 (2012)	\$2,520,377
Totals	\$31,361,116

**ILLINOIS CENTURY NETWORK
K-12 BROADBAND INITIATIVE**

Submitted for: Informational

Summary: This item provides an update on the K-12 Broadband Initiative program.

Action Requested: None

Recommended Motion: *None*

ILLINOIS CENTURY NETWORK K12 BROADBAND INITIATIVE

As communicated in prior meetings, Illinois was selected to participate in the National Governors Association (NGA) effort to expand K-12 broadband and digital learning. Illinois representatives from ICN, Illinois State Board of Education (ISBE) and the Governor's office attended a 2 day policy academy with the NGA and Education Superhighway (ESH) on March 31 – April 1. Short and long term actions resulted from the policy academy. Key actions and milestones completed in the past three months include:

- Presentations to key Illinois education stakeholders at multiple forums, including ISBE Board meeting, ISBE stakeholder meeting, Illinois CTO Conference, Large Unit District Association (LUDA) conference
- Press release issued by Illinois State Board of Education (ISBE) regarding expanding access to K-12 broadband and participation in the Digital Learning Policy Academy
- ESH supported by the Learning Technology Centers (LTC) have created a target list of school districts for outreach. ESH are currently contacting the target school districts to provide fiber consultancy support (for example build versus buy for fiber) and bandwidth upgrade support (for those districts that appear to be fully fiber connected but not meeting the 100kbps per student goal)
- Hosted two webinars with Illinois service providers describing the fiber consulting efforts
- Submitted comments to the FCC regarding proposed Eligible Services List for E-rate funding year 2017

Key action items for the coming three months include:

- Continue outreach to target school districts providing fiber consulting and bandwidth upgrade support
- E-rate category 2 workshops
- Fiber and Affordability case studies
- Identify case studies and stories to showcase for 1:1 device learning, Bring Your Own Device (BYOD) projects, blended learning etc.
- Continually refine/validate database of school locations with a fiber connection

A second Policy Academy Meeting will be held 17-19 October 2016.

**ILLINOIS CENTURY NETWORK
ADVANCED ENGINEERING TASK FORCE MEMBERSHIP**

Submitted for: Action

Summary: This item seeks approval of a new member for the Advanced Engineering Task Force (AET).

Action Requested: The ICN Policy Committee approves the confirmation of the new member.

Recommended Motion: *The ICN Policy Committee approves the appointment of Matthew Pennell as a new member with a term to expire in June 2019.*

**ILLINOIS CENTURY NETWORK
ADVANCED ENGINEERING TASK FORCE MEMBERSHIP**

The Advanced Engineering Task Force (AET) serves a critical role in shaping the services, rates and policies for the Illinois Century Network. Membership consists of technical staff representing the diverse community anchor institution categories connected to the network. AET members are appointed by the Policy Committee and serve staggered three year terms which begin on July 1st.

The AET is seeking approval on the appointment of the following new member:

- Matthew Pennell, Technology Coordinator Regional Office of Education #20

Staff recommends adoption of the following:

The Policy Committee approves the appointment Matthew Pennell as a new member with a term to expire in June 2019.