

## MINUTES OF THE CC COMMUNICATIONS MANAGEMENT

155 N. Taylor St., Fallon, NV 89406  
March 3, 2022

### Call to Order:

The regular meeting of the CC Communications was called to order at 1:45 PM on March 3, 2022.

PRESENT: Commissioner H. Peter Olsen, Jr.  
Commissioner Justin Heath  
General Manager Mark Feest  
Chief Financial Officer Jamie Hyde  
Billing & Collection/Customer Service Supervisor Shonda Standen  
Administrative Assistant Shelly Bunyard

ABSENT: Commissioner Gregory Koenig

### Public Comment:

Chairman H. Peter Olsen, Jr., asked if there was any public comment but there was none.

### Verification of Posting of Agenda:

It was verified by Shelly Bunyard, Administrative Assistant, that the Agenda for this meeting was posted on the 25th day of February, 2022 between the hours of 1 pm and 5 pm at all of the locations listed on the Agenda, in accordance with NRS 241.

### Consideration and possible action re: Approval of Agenda as submitted or revised:

Commissioner Justin Heath made a motion to approve the Agenda as submitted. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.

### Consideration and possible action re: Approval of Minutes of the meeting held on:

#### **A- February 3, 2022**

Commissioner Justin Heath made a motion to approve the Minutes of the meeting held on February 3, 2022 as submitted. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.

#### **B- February 3, 2022 Closed Session**

Commissioner Justin Heath made a motion to approve the Minutes of the meeting held on February 3, 2022 Closed Session as submitted. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.

### New Business:

#### **A- Consideration and possible action re: CC Communications 2nd Quarter Write Offs for FY 2021/2022.**

Shonda Standen, CC Communications. I am requesting approval for our 2<sup>nd</sup> Quarter Write Offs for fiscal year 2021/2022 in the amount of \$2,310.43.

Commissioner H. Peter Olsen, Jr. That is a really good amount.

Shonda Standen, CC Communications. It is a good amount. Our newest collector is a very good one.

Commissioner Justin Heath made a motion to approve the CC Communications 2nd Quarter Write Offs for FY 2021/2022 in the amount of \$2,310.43. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.

**B- Consideration and possible action re: motion to unrestrict Broadband Cash - Restricted account balance \$1,023,793.52, including any subsequent interest, and deposit in appropriate operating cash account.**

Mark Feest, CC Communications. Historically, it was required that we had to have a restricted account for future OPEB liabilities. This requirement ended a long time ago and the money has been sitting there as restricted, meaning it can't be used for anything. We have talked to our accountants about this. They advised that there is no reason to have this money restricted. We are asking for the month to become unrestricted.

**Commissioner Justin Heath made a motion to unrestrict Broadband Cash - restricted account balance \$1,023,793.52, including any subsequent interest, and deposit in an appropriate operating cash account. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.**

**Reports: General Manager Report:**

1. Ongoing review of non – core services and whether they align with future plans for CC Communications.
2. Switch Update evaluation:
  - a. Engaged VP Solutions
    - i. SS7 services have been quoted and we are evaluating
    - ii. Narrowed review to soft switch and received 3 quotes
  - b. The team determined that the main goal is to reduce costs for SS7, which can be accomplished without purchasing a new soft switch.
    - i. We are now pursuing quotes for SIGTRAN signaling gateway hardware and deployment professional services.
    - ii. This approach has been determined to create cost savings, while removing risk to E911 capabilities during deployment.
    - iii. This approach will require back-end changes to how call features are delivered, however, this should not be noticed by customer of dial tone. It is only a change to how/where call feature functionality is performed.
3. Continue evaluation of OTT options

- a. Letters and other collateral are being developed
  - b. Customers have been segmented
  - c. Timeline is being developed to address customers in blocks
4. HR
- a. COO search continues. Second applicant was offered position and rejected it.
    - i. Two new candidates have been identified and are in the pre-zoom interview screening process.
  - b. Starting search for senior sales engineer
    - i. One candidate will be brought in to spend a few days with the incumbent.
5. FCC Mandated Speed Testing
- a. Ongoing and appears to be going smoothly
    - i. All tests are compliant
    - ii. Creation of reports are time consuming
6. New BLDG
- a. Reviewed Big ticket items:
    - i. Reception counter will be replaced February 19<sup>th</sup> – 21<sup>st</sup> - Completed
    - ii. Bathroom tile is on backorder – Should be completed this month
    - iii. Wood veneer in training room must be fixed – Should be completed this month
    - iv. Conference room table should be completed by March 8<sup>th</sup> – Frame is in conference room and assembly is underway.
    - v. We will be seeking credits on water heater and electrical associated with water heater, as well as liquidated damages for project going over approximately 90 days on items that prevented move in.
    - vi. Workgroups that have not yet moved in are scheduled to do so, except for broadband engineering.

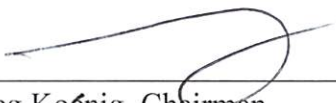
**Affidavit of Posting:**

**Public Comment:**

Chairman H. Peter Olsen, Jr., asked if there was any public comment but there was none.

**Adjournment:**


The meeting was adjourned at 1:56 p.m.

APPROVED:   
Greg Koenig, Chairman

APPROVED:   
H. Peter Olsen, Jr., Vice, Chairman

APPROVED:   
Justin Heath, Commissioner

  
Shelly Bunyard, Administrative Assistant

  
Mark Feest, General Manager/CEO