

MINUTES OF THE CC COMMUNICATIONS MANAGEMENT

**155 N. Taylor St., Fallon, NV 89406
April 7, 2022**

Call to Order:

The regular meeting of the CC Communications was called to order at 1:45 PM on April 7, 2022.

PRESENT: Commissioner H. Peter Olsen, Jr.
Commissioner Justin Heath
Commissioner Gregory Koenig
General Manager Mark Feest
Chief Financial Officer Jamie Hyde
Administrative Assistant Shelly Bunyard

ABSENT:

Public Comment:

Chairman Gregory Koenig 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 1st day of April, 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- March 3, 2022.

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

New Business:

A- Consideration and possible action re: Approval of the 2022 - 2023 Budget for CC Communications - Telephone, Long-Distance, and Broadband Enterprise Funds.

Mark Feest, CC Communications. On April 1, 2022, we presented the 2022 – 2023 Fiscal Year Budget to the board and now management is asking for the approval of the 2022 - 2023 FY Budget.

Commissioner Justin Heath made a motion to approve the 2022 - 2023 Budget for CC Communications - Telephone, Long-Distance, and Broadband Enterprise Funds as submitted. Commissioner H. Peter Olsen, Jr. seconded the motion, which carried by unanimous vote.

B- Consideration and possible action re: updates to CC Communications Scholarship Policy

Mark Feest, CC Communications. This update to our scholarship policy adds a trade school option for students who choose to go to a trade school. That option will provide a \$1,500.00 per year award for two years. We will pay the scholarship money for the trade school on the calendar year, so that the student will have two opportunities to draw on the scholarship. The scholarship money will be paid directly to the trade school. The main requirement is that they attend a school that leads towards a certification by a nationally recognized trade association. That increases maximum cost of \$3,000.00 per year, if we had two students for this scholarship at the same time.

Commissioner Gregory Koenig. Is this adding the trade school scholarship on top of the regular college scholarship, or is it one or the other?

Mark Feest, CC Communications. No, it's adding on top of the scholarship. That's why the maximum increase to our cost would be \$3,000.00 per year.

Commissioner H. Peter Olsen, Jr. made a motion to approve the updates to the CC Communications Policy Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

Consent Items:

There were no consent items on the Agenda.

Reports: General Manager Report:

1. Ongoing review of non – core services and whether they align with future plans for CC Communications.
 - a. Web development is being terminated and wound down by end of FY
 - b. All non-revenue generating and maintaining activities are being reviewed
 - i. **NRS 354.517 “Enterprise fund” defined.** “Enterprise fund” means a fund established to account for operations:
 1. Which are financed and conducted in a manner similar to the operations of private business enterprises, where the intent of the governing body is to have the expenses (including depreciation) of providing goods or services on a continuing basis to the general public, financed or recovered primarily through charges to the users; or
 2. For which the governing body has decided that a periodic determination of revenues earned, expenses incurred, and net income is consistent with public policy and is appropriate for capital maintenance, management control, accountability or other purposes.
 - c. Elimination of all non-revenue generating and maintain activities and better alignment with NRS 354.717 and NRS 710 is the goal.

2. Switch Update evaluation:

a. Engaged VP Solutions

b. The team determined that the main goal is to reduce costs for SS7, which can be accomplished without purchasing a new softs witch.

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 customers of dial tone. It is only a change to how/where call feature functionality is performed.

iv. Progress is being made in developing a project plan to purchase and deploy signaling gateway, and transition services from Syniverse to ANPI

1. Estimated monthly opex savings = \$4,000

3. Further implementation of SharePoint

i. Utilizing an Agile Project Management framework and an iterative approach, we will be further implementing functionality and integrating into daily use.

ii. Roadmap complete

iii. Product backlog being developed

4. HR

a. COO search continues.

b. Starting search for senior sales engineer

i. One candidate will be brought in to spend a few days with the incumbent. Scheduled week on April 11th

c. Filled Network Circuit Engineer position and two ISP engineering positions

i. In all cases these positions were filled internally and will require several years of learning curve

ii. We will maintain a continual outside recruiting effort for an experienced ISP engineer II or III position.

Affidavit of Posting:

Public Comment:

Chairman Gregory Koenig asked if there was any public comment but there was none.

Adjournment:

The meeting was adjourned at 1:55 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