

Central Sierra Connect Broadband Consortia - Work Plan Appendix C

| Goal#1 Steering Committee leadership support | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|
| Leadership - Formal quarterly regional meetings | x | x | x | x | x | x | x | x | x | x | x | x | Project Manager | Quarterly meetings with documented minutes. Total of 12 regional meetings |
| Maintain membership and leadership, recruit new members | x | x | x | x | x | x | x | x | x | x | x | x | Steering Committee | Review and update membership matrix. Goal is to add 10 new consortia members/year. |
| Formal communications, newsletters & website | x | | | | x | | | | x | | | | Steering Committee | Quarterly newsletter, update website as necessary, monthly conference calls, maintain Facebook page and consider other outreach methods |
| Steering Committee Member (SCM) training | | | x | | | | x | | | | x | | Steering Committee and Project Manager | Twenty hours of SCM/leadership and technology training provided to a minimum of 30 consortia members |
| Regional summit, community meeting per county (5) | | x | | | | x | | | | x | | | Steering Committee and Project Manager | Minimum of 100 members and interested public attending meetings annually. Actively recruit new members and provide updates on CASF and consortia activities. |
| Participate in the CPUC hosted "Regional Consortia Learning Community Summit" | | | | x | | | | x | | | | x | CSC Members and staff | Utilize information from summit to update strategic plan and outreach to a minimum of 20 members and public through consortia activities. |
| Goal # 2 Develop a strategic plan for broadband infrastructure to support and encourage expansion aimed at increasing access to affordable broadband. | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
| CASF/ARRA Project Updates | x | | x | | x | | x | | x | | x | | Infrastructure Committee and Program Manager | Identify a minimum of 10 officials/ISPs/WISPs who are seeking CASF funding, review project viability and potential CASF eligibility. Goal is to assist with a minimum of 2 new CASF applications per/year. |
| Infrastructure committee - identify potential projects and prioritize. Monitor state and national broadband mapping programs | | x | | | | x | | | | x | | | Infrastructure committee and Project manager & Mapping Consultant | Work with CPUC/DIVCA in coordinating regional mapping efforts and data collection efforts. Develop Priority Plan map which will include CASF project, CPUC/FCC broadband mapping updates. Utilize regional information provided by IC though engagement of 50 agency officials & providers. Map to be updated bi-annually (minimum). |
| Data gathering and maintain regional maps, monitor state and national program. | x | | x | | x | | x | | x | | x | | Project Manager & Mapping consultant | Online mapping interface which will continue to collect regional data of residential broadband status and business broadband status and needs., mapping minimum of 300 residents/year & 50 businesses/year. Online mapping tool will capture BB speed, address location, provider and other pertinent information. Online map will also provide information of optional providers and can be used for outreach of potential new broadband customers. Data clearinghouse will host broadband and demographic data which other public agencies and providers and use for internal efforts. |
| Access and demand survey, monitor infrastructure projects | | | x | | | | x | | | | x | | Project Manager & Mapping consultant | Utilize input from annual surveys (3) and community meeting participation and outreach events to assist with defining infrastructure needs and areas of accountability and encourage open infrastructure projects. Catalog data /map where applicable and share between committees. Survey 300 residents &/or businesses per year |
| Anchor Institution coordination | | x | | | x | | | | x | | | | Infrastructure Committee, Technical Work Group and Technical Staff | Identify critical anchors with interconnection points and additional anchor institutions (50) within current projects and other anchors in unserved/underserved areas within region. Promote private/public cooperation for applications and endeavors |

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| Goal # 2 (continued) Develop a strategic plan for broadband infrastructure to support and encourage expansion aimed at increasing access to affordable broadband. | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
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| Regional CASF application assistance | x | x | x | x | x | x | x | x | x | x | x | x | Infrastructure committee recommend to steering committee | Review and Comment on regional applications for grants and loans submitted to CASF in the in the course of assessment of infrastructure grant and loan programs. Assist with a minimum of 4 applications/year. |
| Public Policy Workgroup and Policy Development | x | x | x | x | x | x | x | x | x | x | x | x | Program Manager & Policy Working group | Elicit support from local governments to establish and implement policies to promote broadband deployment and adoption and assist them with policy development in areas of need and interest. Develop language for general plan amendments to assist with local jurisdictions within the regions. Approach all 12 local jurisdictions to include broadband in their future General Plans. Also assist with ROW/trenching issues, cell tower placements and other potential policy issues. Create status report and matrix of jurisdictional engagement. |
| Monitor and update the status of infrastructure projects ongoing in the CSC region | | x | | | | | x | | | | x | | Project Assistant w/ Infrastructure committee | List updated quarterly, utilize newsletter and other outreach to communicate with the region. Twelve newsletters published throughout region. |
| Wi-Fi hotspot inventory and status | x | x | x | | x | | x | | x | | x | | Technical Working Group, Technical Staff & Program manager | Inventory of current public Wi-Fi hotspots, served by libraries, etc. Promote new hotspots on website, provide map of public hot-spots, also include commercial hot spots as provided. Facilitate of public Wi-Fi expansions by 25% within the region, approximately two new hot spots per-year, distributed throughout region |
| Promote new projects, broadband access & regional availability | | | | x | | | | x | | | x | x | Program Manager & Infrastructure Committee | Monitor and measure broadband access, increase access & adoption (Goal 3) by 15% throughout the entire region. |
| Goal #3 - Promote increased awareness, application, and adoption of broadband for specific targeted groups | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
| Outreach and Adoption committee, integrate information into Strategic Plan | x | x | | | x | | | | x | | | | Outreach Committee, Program Manager and Outreach Consultant | Develop work plan for implementation, identify top 5 methods in community awareness. Involve min of 30 members to develop plan, update plan annually. Create awareness campaign as part of strategic plan |
| 211 Ad Hoc workgroup meetings, needs assessment | | | | x | x | x | x | | x | | | | Program Manager & Outreach Consultant | Convene 211 Ad hoc work group of stakeholders and community regarding 211 to develop initial feasibility study for 211 implementation Draft Study and Annual Report of Results |
| Emergency Services stakeholder engagement, needs assessment | | | | x | | | | x | | | | x | Program Manager | Convene local and regional Emergency Services stakeholders as OES ad hoc working group annually regarding broadband assets and barriers related to ES goals resources and barriers- resource entities, engage in CSC. |
| Focus Group meetings, libraries, CBO's, tribes, parks and recreation. | x | | | | x | | | | x | | | | Program Manager | Hold group and specialized meetings (approx. 50 total) with key stakeholders, to assess resources, barriers & input/engagement/involvement |
| Regional asset inventory (NIC's, etc) and outreach | x | x | x | x | x | x | x | x | x | x | x | x | Program Manager & Outreach Consultant | Compile assets and major gaps & Neighborhood information Centers (NIC's) status & public commuting centers, and hold events in conjunction with local events Increase participation and access by 20% |
| Economic Development Ad Hoc workgroup meetings, needs assessment | | | x | | | | x | | | | x | | Program Manager | Develop and implement a business outreach and engagement plan, assess results and implement plan annually. Work with a minimum of 50 businesses to assist with greater broadband training/adoptions and e-commerce development. |

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| Goal #3 - Promote increased awareness, application, and adoption of broadband for specific targeted groups | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---------------------------------------|--|
| Telehealth Ad-hoc workgroup, needs assessment | x | x | x | x | x | x | x | x | x | x | x | x | Program Manager & Outreach Consultant | Convene the Tele Health ad hoc working group annually, parties comprised of health care providers and interested community. Discuss current resources, opportunities and barriers with tele-health including California Tele health Network (CTN) initiatives. Work with a minimum of 30 health care providers from existing CTN list annually |
| Consortia outreach to general public and specific workgroups and committees. | x | x | x | x | x | x | x | x | x | x | x | x | Program Assistant | Update and keep current CSC website with public access computers, wireless hotspots, InfoNet information and committee determined content. Minimum of 100 community resources listed and publicized through published and electronic media. |
| Goal #4 - Promote, coordinate, and provide opportunities for access and educational assistance for the general public | Y1 Q1 | Y1 Q2 | Y1 Q3 | Y1 Q4 | Y2 Q1 | Y2 Q2 | Y2 Q3 | Y2 Q4 | Y3 Q1 | Y3 Q2 | Y3 Q3 | Y3 Q4 | Responsible Party | Performance Measures and Deliverables |
| Outreach to disadvantaged populations, new users, and other priority groups | | | x | | | x | | | | | x | | Outreach Consultant | Seek resources to assist training entities. Deploy outreach campaign, targeting a minimum of 10 meetings related and/or focused on the target demographics |
| Update NIC's, update MOU's and training host staff | | x | | x | | x | | x | | x | | x | Program Manager & Technical Staff | Create and/or renew 20 NIC's, create plan for update, maintenance and sustainable funding. |
| Status of local training centers, capacity and inventory. | | | x | x | x | x | x | x | x | x | | | Program Manager & Technical Staff | Inventory existing training entities, target audience, current participation and facilities, identify gaps , map locations , target audience, training focus to assist committee with plan. Maintain a database of 10 training centers, assist with promotion. |
| Coordinate with Outreach Committee to promote access and educational opportunities. | | x | x | x | | x | x | x | | x | x | x | Program Manager | Hold 10 meetings regionally and catalog activities/ outcomes with a minimum of 50 individuals involved/assisting in promotion of access and education. |
| Curriculum and Training for Broadband Education | | x | x | x | x | | | x | | | | x | Program Manager | Create and/or modify training course materials and design curriculum for face to face classes and on-line course materials. Work with other educational organizations for course design review and institutional support. |
| Broadband Training (Face to face and Online) | | x | x | x | | x | x | x | x | | x | | Program Manager | Train community members at locations throughout the region, 6 classes/year ~100 students. Publish course materials online and link to other regional websites with an audience interested in broadband training (community colleges, etc.) |
| Bridge Economic Development activities with higher-education initiatives | x | x | x | x | | x | x | x | x | x | x | x | Program Manager & Technical Staff | Work with partner EDC's to survey and inventory business training assets and gap of a minimum of 50 businesses, and develop and implement a broadband business training plan. |