



**Technology and Communications Commission**  
**Tuesday, February 2, 2021, 7:00 p.m.**  
**Virtual Meeting**  
**Updated Agenda**

**REMOTE PUBLIC PARTICIPATION**

WebEx Event Address:

<https://leesburg.webex.com/leesburg/onstage/g.php?MTID=e8b52db38631888c68d558e275d40ea5e>

Phone: 1-415-655-0001

Access code: 177 108 3914

- Call to Order
- Establish Quorum
- Pledge of Allegiance
- Approval of Minutes
  - November 17, 2020 Meeting Minutes
- Petitioners
- Old Business
  - Verizon Franchise Agreement – Update and Set Date for Public Forum.
  - By Laws –(Legal Review)
  - Subcommittee Reports
    - ◆ Annual Report, Hill, Nadler
    - ◆ Security, Binkley
    - ◆ Strategic and Disaster Plans, Hill
    - ◆ Innovation and Capability, Kolas
    - ◆ Economic Development/Mason Enterprise Center Partnership, Binkley
- New Business
  - Election of Officers
  - FY2022 Information Technology Budget Preparations
  - Technology and Communications Commission Overview
  - Evaluation of Subcommittees
- Commissioner Comments
- Council Member Comments
- Adjourn

*If you require any type of reasonable accommodation as a result of a physical, sensory or mental disability, to attend and/or participate in this meeting, please contact Jakub Jedrzejczak, Director of Information Technology, 703-771-2708. Three days' advance notice is requested.*

**Technology & Communications Commission**  
**MINUTES**  
**November 17, 2020**

Commission Members Present: Peter Hill, Chair  
John Binkley Vice Chair  
Aaron Nadler  
Adam Bingaman (Virtual)  
Ahmad Cheema (Virtual)  
Jack Curtis

Commission Members Absent: Mark Kolas

Council Liaison Absent: Neil Steinberg

Staff Present: Jakub Jedrzejczak,  
John Callahan

1. Call to Order 7:40PM
2. Establish Quorum
3. Pledge of Allegiance
4. Approval of Minutes
  - a. August 4, 2020. Motion to approve, carried 6-0.
5. Petitioners - None
6. Staff Report – See Agenda Packet
7. Old Business
8. By-Laws – John Binkley Forwarded clean copy of by-laws for legal review.
9. Annual Report – Technology and Communication Commission Meeting.
  - a. Jedrzejczak – presented the presentation to the Commission for review.
  - b. Jedrzejczak – will forward to commission
  - c. Callahan – December 8, 2020 will be the date of the presentation for Council
10. Security – none
11. Strategic and Disaster Plans - none
12. Innovation and Capability - none
13. Economic Development/Mason Enterprise Center Partnership - none
14. New Business
  - a. Call Handling Equipment and Internet Service Provider Project Update
    - i. Jedrzejczak – Call handling project is done.
    - ii. Jedrzejczak – Since October 1<sup>st</sup> we have been on our own connection.
  - b. Verizon Franchise Agreement - Update and Set Date for Public Forum
    - i. Jedrzejczak – next meeting is going to be a public outreach
    - ii. Callahan – will select dates for a public meeting in January for the Commission to host.
    - iii. Hill – request current franchise agreement for Commission to review.
15. Commission Renewal – Those that do not have a representative on Commission after January 1, 2021, reach out to the new Council Members if you still have any interest to serve on the Commission.

16. Awareness Training – Commissioners that have not completed the Awareness Training, please go and complete the training.
17. Commissioner Comments –
  - a. Nadler – Apologize for his tardiness.
  - b. Binkley – Stay safe and to see everyone. Town Staff has been keeping things moving and continue making things happen and continues to impress.
  - c. Hill – Appreciates John Callahan Coordination for the Commission. Impress with Town IT Staff and all the work that they do.
18. Adjourn 8:14PM. Motion to approve 6-0.

Next Meeting: December 1, 2020, 7:00 pm.

DRAFT