**July 12, 2022 Meeting - Seattle Community Technology Advisory Board**

Topics covered included: Approval of Surveillance Ordinance Group 4b Memo; Presentation of Technology Matching Fund and Digital Navigator Cohort Grant Recommendations; Data Governance 101; Digital Equity in Telecom Programs compilation report; committee updates.

**This meeting was held:** July 12, 2022; 6:00-7:15 p.m., via Webex

**Attending:**

**Board Members:** Lassana Magassa, Rene Peters, Nicole Espy, Femi Adebayo, Annie Shaw

**Public:** Dorene Cornwell, Harte Daniels, Phillip Meng, Marisol Tapia Hopper, Liz Gilbert, Kathryn Keller, Elizabeth Jaukea, Kristen Hoffman, Sabrina Roach, Andy Katz, Luis Amado, Carl Hiltbrunner, Call-in User 2

**Staff:**Jim Loter, Tracye Cantrell, David Keyes, Brenda Tate, Tara Zaremba, Vinh Tang, Delia Burke, Mark Schmidt, Meira Jough, Jon Morrison Winters, Cass Magnuski

**30 In Attendance**

**Femi Adebayo:**  Good evening, everyone. Welcome to the Community Technology Advisory Board meeting. My name is Femi Adebayo. I'm the vice-chair. Camille Malonzo is the chair. She is out sick tonight, so we wish her a speedy recovery. I'm really quite excited about the agenda we have tonight and the speakers that we have, So we're excited about that. First of all, let's make some introductions. We will go around to the board members first, and we have some folks in the room next. If you don't mind, just state your name and what neighborhood you're coming from, as well as you affiliation.

**INTRODUCTIONS**

**Femi Adebayo:**  Vinh, do we have a quorum now?

**Vinh Tang:**   We still do not have a quorum. I am messaging Lassana, Brandon, and Tyrone, and Leah right now. Let's skip the business items until we have a quorum. I would advise right now going to the data governance presentation because that is not a voting item. I want to be respectful of the time for CTO Jim Loter and others. Is that okay, Jim?

**Jim Loter:**   You've got me all night. I'm good.

**Vinh Tang:**   Let's go to the Data Governance 101 presentation. That will be around 20 minutes. I will ping the other members and try to get them on here. Let's see if that works.

**DATA GOVERNANCE 101**

**Mark Schmidt:**  It's a pleasure to be with you tonight. I'm going to talk a little about my work. My guess is that some of you know more about data governance than I do, and if this leads to interesting conversation or interesting questions, that's great. So, let me share a little bit about what the City is doing, some basic foundations of data governance, bits of why we're doing it, and what I've learned over my first year or so into this journey.

The first question, and maybe this is obvious to you, but why do we need some kind of data governance? What we have found is data collects in silos in the City. We don't always necessarily collaborate in advance to think about how my data design might impact your data design. A very simple example might be looking at birth dates. So, birth dates might be used by the Parks Department to help you to register for swimming lessons. A birth date might be used by the Fire Department to identify the definitive record for medical records and the identity of a person. Birth dates might be used to populate retirement dates. But we have all of these different systems, and yet we have not necessarily all settled on a common format. Sometimes it's month, day, and year. Sometimes it's year, day, and month. but they are far from consistent and what that lends itself to is it just makes it very difficult sometimes to interesting analytics, to join multiple different data centers to do glean some additional intelligence from the data that we've got. Another example, and I don't have a picture here on this slide, but it came up in really recent conversations, has to do with the way we collect demographic data. There is some reporting that the City needs to do as a result of some of the rescue plan that we received from the federal government, in response to economic activity after the Covid crisis. Even some of the data about the beneficiaries of the program, in tracking equity, becomes that becomes much more difficult when we don't have standardized ways that we agreed upon across the City to collect some of that basic demographic data. And systems built over lots of different years are inconsistent. The result is that it is very difficult for us to do clean reporting, or to do advanced analytics. Another piece of feedback that is driving us to do this is as simple a thing as surveys. Departments will reach out to their constituents to get feedback about some of their services occasionally, and we sometimes accidentally get the same residents of the City multiple times from multiple different departments. It creates a perception that, first of all, we're not collecting and sharing the data well internally, and second of all, we're certainly not being as efficient as we could be. So, we need to put some level of structure into place to ultimately better serve our constituents.

What are we doing? The graphic on the right side, if you're familiar with data management international or DAMLA International, the model on the right is their data management model. All of the slices of the pie are things that you need to consider to build and operate a data infrastructure. And this spoke in the middle kind of ties them all together. The rules and the policies and the roles and the responsibilities and all of these things that just kind of hold that wheel together is data governance in the middle. It's really planning, oversight, and control that ties all of the other pieces of the work that we do to build out a data infrastructure for the City together.

Who is working on data governance? A complicated answer. The City departments are each individually working on their own governance efforts. And our City departments are at a variety of different stages. Some have had data librarians in well-defined data steward roles in place for several years. And other people are just trying to enter into those conversations. There are some departments, like the Police Department, that you realize was subject to the consent decree, that was forced to do some very frequent and high-quality reporting to give some evidence about whether they're providing policing services. And as a result of the early days of that effort, they discovered data quality problems. And they were forced, on an expedited timeline, to put some data governance programs into place, to build some infrastructure, to assign some formal roles and responsibilities to it. Are there departments that have done it more than Opt In and SDOT? A couple of years ago, the Department of Transportation realized that it couldn't really answer questions about what data do we have, and are we leveraging that data for strategic purpose more than just performance metrics, and actually be able to make plans and use forward looking, predictive analytics to help them plan some of their work. So, they hired a data librarian and started putting some of those pieces into place. Those other departments have not begun that journey yet. One of the things that we realized was that it would be really helpful to have people across different departments begin to talk with one another, in the spirit of just promoting collaboration, transparency, and open dialogue about data. Where are you on your journey? What kinds of things have you learned? What best practices can we learn from one another? So, we created a data advisory group comprised of some policy leads from a variety of different departments, as well as a bunch of data practitioners, hands-on data stewards to begin that conversation. We opened the forum to let them identify some of their priorities, the most urgent priorities across the City; establish some basic work plans, and begin working towards and taking steps towards becoming more literate in data and helping each other along in the journey, for greater awareness of what is out there. And then, that one last piece is we tried to just fit it into the City's overall information technology governance framework. This wasn't just an independent effort, but that there were understood ways that we would connect both with the data owners, the data stewards, the people who are managing the data within the City, and tie that back to some of the enterprise strategy that's coming to us from the senior executives in the organizations across the City.

This is just kind of a glance. It's kind of a busy slide. But the City data governance advisory group is sandwiched there in the middle. It's sponsored by our chief privacy officer as the executive sponsor for the particular committee, with 15 policy leads and data scientists from multiple different departments, as well as IT staff that support meeting infrastructure and are also interested in governance topics, with a flexible work plan, a crowd-sourced work plan, where we did some surveys among those members and stacked up the priorities to settle on and focus our energy. And again, focusing mostly on policy and planning issues. The blue line on the top has some of the top-level governance boards within the City, including the Mayor's IT sub-cabinet. The orange line down at the bottom depicts the people out in the businesses, the practitioners that are closest to the data, whether they be business units that actually own it, or the people that steward it, or some of the infrastructure teams that support it. But again, just putting that green line sandwiched in between some of the strategic objectives of the organization and the practitioners actually doing the work.

What were those first priorities? We saw that some of the most urgent need was that we don't fully understand what we have. There is no uniform understanding across City departments about all of the City data. And in some cases, what exactly we have or where exactly it is. There are lots of little pockets of knowledge, little silos that bring no common broad understanding across the enterprise.

So, our first priority was to do some kind of data assessment. Another priority was to not just collect this information, but be thoughtful about how we could organize what we have, that as we collected, begin to catalog it. There is a need for several departments to share data, and those departments will share data with one another. Those departments will share data with external agencies, sometimes sharing it out to external agencies to provision common services, for instance. Sometimes that is data that we receive and share. and external agencies will share with us. This is really a call for some tools that help us to be more efficient in our work, to build out some templates that help us to build good data sharing agreements, and some simple kinds of decision tree guidance that helps people get the agreements in place, so that ultimately, we can deliver services more effectively with our partners and to the people that we serve. And then, the last of those priorities was to really start working on some of the foundations of governance. And really that translated to just having an ongoing working group that's working to advance standards and guidelines.

After serving on the group and settling on the four top things we kind of agreed, and this was our 2021 work plan where we had three working groups. One was working on data assessment with the goal of developing some kind of inventory of City data assets. The second working group was really focused on getting agreements and guidance in place to help us to be more efficient with our work.  And the third was to try to identify a few of those top priorities, guidelines, and standards and begin to develop those things. I'll talk briefly about what we decided on those things. There were two other closely-related efforts that we lumped into this, these supporting efforts: tools and outreach, that we lumped in, because having an interdepartmental audience across the City is a great sounding board sometimes, for discussions about the possible impacts, or just even communications about planned initiatives that affect those other City departments. And so, for instance, one of the tools that was deployed last year were some tools for data loss prevention. So that people didn't inadvertently put sensitive data into email messages, for instance. And automated tools that send pop-up messages. But before we launched something like that across all City departments, it was fruitful to have conversations with our partners in those departments. Because we don't want to impact their business. And so, we used it as a forum. And the engagement thing is, first of all, the City has a bunch of governance boards, and it's really helpful for the different governance boards to coordinate their work. And second, as I mentioned, departments are a different point on the data governance journey. Several departments are leading the way, and we can learn from those efforts, those pioneers that are ahead of some of the others. And we really want to engage and get those lessons that we can, that best knowledge that we can from those different people.

I won't go too much into this, but we are trying to grow the program and become a more mature IT organization. The data governance program is one of the programs for which we did a maturity assessment last year. We couldn't neatly find an off-the-shelf program that would help us gauge it, and so I built an assessment tool leveraging some guidance from Gardner to come up with a maturity score. But what we really looked at is four components, and four indicators for each of those four components that indicate where we might be along the maturity journey from an *ad hoc* organization, which is dealing with things very reactively and in the moment towards the most mature and optimizing organization. And what we found, the four cases that we looked at were frameworks that were in place or not in place to guide out work. And people, process, and technology, where people here is expressed as organization and roles, and different metrics that gauge where we are along that. And in this particular graphic, blue is *ad hoc,* or the lowest level of maturity; orange is repeatable processes and level two of this maturity scale; green is where things are becoming defined. And you can see the pie charts for where we saw leveraging these gauges that came from our partner study and where we might be along our journey. You can see that we're still pretty early. As a City-wide entity, we're still early in the journey, somewhere between *ad hoc* and repeatable. One benefit of doing this is that it gives us a benchmark to measure progress going forward, but it also gives us opportunity for recommendations, which are on the next slide.

The take-away is that we're early in this journey, but we are making some first steps towards data culture. There are some people in place. There is some technology in place in different departments. There are some people who are doing some real thinking about data strategy, about data evaluation, towards building better governance structures. But we really need to build awareness, focus on data literacy. We need to be really thoughtful about how we tie the data that we collect towards achievable outcomes for the public that we serve. We need to develop some narratives that will help us build a good story about how this work on data governance directly links to business outcomes, to serve the people that we need to serve, and how it benefits people. And like in all big endeavors, the guidance is to start small with some high value task, and deliver value incrementally. It's a gigantic task. You want to take off little slices at a time so that you can actually deliver value and feel like you're making forward momentum and grow the program.

So, that's the marching orders. The last slides I'll go through quickly, and have a few minutes. We did a little year-end review. What did we achieve over the course of these working groups and a bunch of conversations over the course of the year. My take-aways from this initial foray is that there is strong interest across the City. The need is real for many, many examples where we have opportunities to improve our data quality, that we have opportunities to improve our data analytics capability, to do more predictive work, more strategic work as opposed to forward- or backward-looking performance metrics. The departments are very eager to share what they've learned, and very eager to collaborate. Half a dozen departments eagerly shared stories about what they have learned and the problems that they were trying to solve. And they were very engaged conversations. So, there is a will and an appetite to do this work. And there are a few individuals who are very committed to some of these endeavors, even if that is just developing, or might feel like very dry data standards. There are people who are really energized by that work. So, I would say that I agree with the Gardner thing, the maturity assessment outcome. We really are developing our first steps towards a data culture.

Some challenges: There are some opportunities in the year ahead. Right now, several departments are developing data strategies to meet their own needs. We don't really have a City-wide data strategy yet. That's an opportunity for us to continue to align our efforts and remember the big picture of why we're doing this. We could do some additional work to refine the scope of governance. What is a City-wide governance? What is a business unit governance? What is some other enterprise system governance, so that we can more clearly define roles and responsibilities? We are an advisory group, so the group itself can't really issue any mandate at this point. We really rely upon executive sponsorship for some of those bigger initiatives. At this point, it is kind of a small-scale effort. It's part of my time. It's volunteers from across different departments doing this initiative. It's a community of practice and continues to grow. But really, if we're going to do it at an enterprise scale, we're going to need to add some resources, if that's what the City decides.

As an outcome -- and this is year 2021 -- what am I doing this year? Over the course of this year, we're really trying to have some thoughtful conversations about our strategy and get really clear about defining what the problem statement is, why we are doing this, so that we can further clarify how we're going to advance the effort and get good about clarifying some of the scope; continue some of the working groups because they are making some progress and its important work. We made a lot of progress on getting some initial guidance in place for some shared agreements. We need to button up that work. We need to continue to communicate and build excitement on the importance of high-quality data towards delivering high quality services. Begin the conversation, not just go spend money to buy tools, but where is the right place and how can we do it in a scalable way; and make sure that we are biting off small pieces and delivering value along the way. Some of those initially might be tools that can help us with some of the data in cataloging, and some additional quality tools. And then, finally, to continue to work closely with our clients, because they are solving some of our practical business problems, and are moving ahead with some initiatives. And I think there are some great lessons to be learned, as well as some real opportunities to continue to coordinate our efforts so that we're not building siloed solutions and really are a City-wide enterprise.

So with that, I am happy to answer any questions.

**Femi Adebayo:**  Thank you so much, Mark. Awesome presentation. Any questions for Mark?

**Harte Daniels:**  Just a note of a lot of appreciation for the work that you've been doing in this fight. It might feel that you are at level one or two in the great strides that you have made. I know that this is not easy, having had to do this myself. So, great work Keep it up. Thanks a lot to both you and Jim Loter for spearheading this. Thank you.

**Femi Adebayo:**  Thank you. Any other questions?

**Mark Schmidt:**  Enterprise data warehouse? Not a single enterprise data warehouse. There was a major project that was launched a couple of years ago for the utilities, actually, because they have a gigantic customer base. And that was right going into Covid. And that one was shelved. But there are ongoing discussions about it. How do we build and enable a data market. That would be the ultimate thing where you could walk down the aisle of a supermarket, pushing your cart, and pull the data that you need off the shelf and throw it into the cart, and use it for whatever purpose. It's an aspiration. We're not there yet.

**Harte Daniels:**  Or an on-the-fly data warehouse, which is what they're doing now. There is also a question in there about ethics, that had ethics defining the scope. So, ethics around collecting data is what I'm assuming Nicole Espy, you might want to ask her what she means.

**Mark Schmidt:**  Yes, Nicole, would you like to expand?

**Nicole Espy:**   I just wondered whether or not, i defining the scope of data governance, especially as it pertains to the priorities. I think it was your strategies and goals, and whether or not data ethics was being considered within the scope of this, or in defining goals of the program?

**Mark Schmidt:**  Jim, if you want to jump in, if you want to. Otherwise, I have some thoughts, but go ahead if you want to.

**Jim Loter:**  Just what I put in the chat, that we do have a white paper that is currently under review by a number of our stakeholders. It touches on ethical considerations that go beyond the privacy and surveillance considerations that we already have. And it also get into the use of data, the sharing of data, and use of data in terms of AI and machine learning, certainly, but also in more run-of-the-mill and mundane circumstances. We are asked to do sharing with multiple agencies, and right now there are considerations given as to the status or classification of the data, whether it's public, whether it's sensitive. We're hoping to add an ethical overlay on that so that we have some basis to be more critical about the types of data that we share with different stakeholders. Obviously, it's more about how the City uses the data, because everything that we have, with some exceptions, is public. But we are working with our stakeholders to develop, like we are with privacy principles, we want to see the development of ethical principles that can communicate to the public how we will and will not use the data that we collect. That's very much in development.

**Nicole Espy:**   I guess when you're devising your data sharing agreement, there is an ethical component even within departments, or to external partners, or evaluating which vendors are being used to help store and warehouse the data. I guess it's beyond the scope of the Surveillance Ordinance, *per se,* and it may not necessarily be revealed individuals but could certainly affect certain communities, regions of Seattle. I think that was why I was wondering about an ethical framework in this program. But, it's very interesting.

**Jim Loter:**  Yes, it's a fascinating subject area, and everything you said is along the lines of what we're working towards. i think that Mark raised the point that when we identify a central issue or challenge, or want to make a change to data collection practices, we want to give all stakeholders an opportunity to provide feedback. So, that is certainly something that can stretch the process out, but I think in this case, we've got a good start, and we've got something that we hope most of our departments can live with once we start rolling it out.

**Femi Adebayo:**  Well, thank you. I think we are pretty much behind schedule, so if you have any questions, maybe Mark can answer them in the chat. Vinh, we have quorum now.

**Vinh Tang:**   Yes, we have quorum now. There are five CTAB members. Can we jump to the script that was provided by Camille? Can we approve the June minutes and the July agenda, and then transition to the next agenda item?

**Femi Adebayo:**  Sure. The next agenda item is approval of the June minutes. Can I get a motion to approve the June minutes?

**Rene Peters:**   I so move.

**Femi Adebayo:**  Thank you, Rene. Can I get a second?

**Nicole Espy:**   Second.

**Femi Adebayo:**  Thanks, Nicole. All in favor? Any abstentions or opposed? Okay, motion passes. Thank you. Next business on the agenda is approval of the agenda. Can I get a motion to approve the agenda?

**Lassana Magassa:**   I so move.

**Femi Adebayo:**  Thank you, Lassana. Can I get a second?

**Nicole Espy:**  I second.

**Femi Adebayo:**  Thank you, Nicole. All in favor? Any opposed or abstentions? Okay. Motion passes. Thank you.

**APPROVAL OF SURVEILLANCE**

**Femi Adebayo:**Last discussion, we had a (unintelligible), and we are looking to get approval for the surveillance memo we had the last time. So, if I could get a motion to approve the memo from the Privacy and Cybersecurity Committee which was shared at our last meeting?

**Nicole Espy:**   I move to approve.

**Femi Adebayo:**  Thank you, Nicole. Can I get a second to approve?

**Lassana Magassa:**   I second.

**Femi Adebayo:**Lassana, thanks. All in favor? Any opposed or abstentions? The motion passes. Thank you. I think we are done with most of the business, so we can go back to our regular schedule and I think the next thing on the agenda is the presentation of the TMF matching fund. I think Meira Jough is presenting.

**PRESENTATION OF THE TECHNOLOGY MATCHING FUND AND DIGITAL NAVIGATOR COHORT GRANT RECOMMENDATIONS**

**Meira Jough:**   Hi, everyone. Can you hear me?

**Femi Adebayo:**   Yes, we can hear you.

**Meira Jough:**   Wonderful. My name is Meira Jough. I am a digital equity adviser with Seattle IT. Tonight, we will be recommending organizations for funding based on our competitive digital equity grant process. Seattle is committed to digital equity. Seattle IT's digital equity initiatives align with our Internet for All report, which identifies gaps in the digital equity services, prioritizes populations and neighborhoods with the greatest need. We aim to achieve digital equity outcomes through community-driven competitive grants. For the past 21 years, we have granted over $5.5 million to over 340 organizations, and generated over $9 million in community matching funds. In addition, every four to five years since 2000, Seattle's Technology Access and Adoption study has provided the City with quality local data and in-depth analysis on key topics. The 2022 study is currently underway.

We aim to make Seattle digital equity grants accessible through community outreach and engagement, including virtual workshops, open office hours, one-on-one appointments via phone, email, text messaging, presentations, and community forums, blog posts, social media, and press releases.

This year we had $590,000 in funding available to community organizations. We received 53 proposals totally $1.6 million, 15 reviewers reviewed 14 to 16 applications each and participated on review panel discussions. As a result of this process, we are recommending funding for 19 organizations. This year, we offered two grant funding opportunities to the Technology Matching Fund and the Digital Navigator Cohort grant.

The Technology Matching Fund organizations that we recommend funding are -- and this is in alphabetical order, Drees For Success Seattle. Elizabeth Home. Ethnic Cultural Heritage Exchange, Helping Link, Jewish Family Service of Seattle, Khmer Community of Seattle King County, Mini-Mart City Park, Path With Art, Provail, Renaissance 21, Seattle Jobs Initiative, SIFF, the Prison Scholar Fund, and YWCA of Seattle King Snohomish.

The Digital Navigator Cohort Grant organizations we recommend funding for are Eritrean Association in Greater Seattle, Kim Ong healthcare Center, Multimedia Resources and Training Institute, Somali Community Services of Seattle, and Via Comunitalia.

You can see that by funding these organizations, we will be serving all seven Council Districts. That to the left is the digital equity gaps highlighted in light blue. And then, the map to the right is locations of the organizations recommended for funding.

This funding will enable community organizations to serve over 5,000 residents. From these prioritized audiences, including demographic groups, digital skills training in 23 languages.

An interdepartmental City team is committed to supporting grant funded Digital Navigators in our community by providing Navigator training, practitioner meetings, coordinated outreach, creating a network of service providers and mapping community assets programs and services. And this interdepartmental team includes Seattle IT, Department of Neighborhoods, Human Services Department, Office of Immigrant Refugee Affairs, the Seattle Public Library, and Office of Arts and Culture.

Digital equity grants are also supported by philanthropy, including sponsorship this year by Verizon. last year, Verizon and Facebook funded Technology Matching Fund grants. We welcome relationships with private entities and philanthropic organizations to support community-driven digital equity.

Thank you, CTAB, and Jim Loter, for your support. I'd also like to pull up another slide so that I can take a moment to give special thanks to our reviewers: Camille, Doreen, Femi, Harte, Jordan, Kai, Kristen, Liz, Phillip, Rene, Stanley, Luanda, John, David, Delia. The integrity of this process would not be possible without you. This dedicated group of reviewers, just so you all know, was passionate about digital equity and supporting the community, and we really appreciate their time and commitment to ensuring this successful grant cycle.

**Femi Adebayo:**  Thank you, Meira, for your awesome presentation, and thanks to all of the reviewers that participated in helping us. This is an important program for CTAB, and also for Seattle IT. So, thank you for the contribution. Based on this presentation, can I get a motion to approve the recommendations for the 2022 Technology Matching Fund digital equity grants?

**Nicole Espy:**  I move to approve.

**Femi Adebayo:**  Thank you, Nicole. Can I get a second, please?

**Rene Peters:**  Second.

**Femi Adebayo:**  Thank you, Rene. All in favor? Any opposed or abstentions? Motion passes. Thank you. Next on the agenda is the

Digital Equity in Telecom Programs Compilation Report Out.

**Vinh Tang:**  Femi, before we continue, Can we go on the record for the CTO as a follow-up to CTAB's vote on the Technology Matching Fund. It's a chance for the CTO to get in a few words and for him to also bless this this round of grants for 2022. Thank you.

**CTO JIM LOTER ON THE TMF RECOMMENDATIONS**

**Jim Loter:**   Yes, certainly! Thank you, Vinh, and thank you, everybody. I'm really excited to be part of the 25th year of the Technology Matching Fund program, and I think, as in every year, the hard and sometimes heartbreaking work of this process to select the award recipients from a long list of amazing and worthy proposals. I am thrilled that the City of Seattle is investing nearly $600,000 in the critical work that our community partners are doing to help people get connected, stay connected, and use the internet or digital tools effectively. The organizations receiving this award are essential to reaching people through their connections, through their education, employment, and training programs, through their language capabilities. But I think, most importantly, through the trust that they've earned with the communities that they serve and support. As Meira enumerated, the awardees serve over 5,000 Seattleites across the City with tremendous diversity of abilities, backgrounds, ethnicities, races, and income levels. The organizations represent speakers of 23 languages, and help people with parental engagement, with skills, with digital literacy, career development, educational access. It's a phenomenal cohort. I'm really proud that we're able to help and support the community. And I want to thank members of my team at Seattle IT, our CTAB members for all of their hard work and wisdom, in making these selections, and for all of the work that you're going to be doing to help our awardees meet their objectives. And I especially want to thank the support of our Council partners, and the private sponsors at Verizon for helping with this year's program. So, thank you, everyone. Wonderful work!

**Femi Adebayo:**  Thank you, Jim, for the kind words.

**Harte Daniels:**   I wanted to second what Jim said, especially when he said thank you to his own team. A lot of us wouldn't be able to do the work without the corralling and guidance of Meira. But, in addition to helping the awardees, you had a question from the chat, this doesn't give those who weren't able to be sponsored or be awarded, this team continues to work with them and guide them towards a future success. She and Jim's team doesn't just quit with the awarding. The continue with those that didn't receive an award, and continue to build capacity in the community. And I think that's an exceptionally great viewpoint. And the work that they continue to do on behalf of the residents of Seattle. Thank you, Jim and Meira, and David Keyes.

**Femi Adebayo:**  Well said. Thank you. We can move on to the next presentation, which is the digital equity program in telecom.

**DIGITAL EQUITY IN TELECOM PROGRAMS COMPILATION REPORT OUT**

**Phillip Meng:**  Thank you, Femi. Hi, everyone. I'm really thrilled to share the Digital Equity in Telecom Forum report. I'm Phillip. I live in downtown. I'm on the Digital Equity Committee. It has been a great pleasure working with the whole committee, and with Meira over the last few months to summarize the programs from the Digital Equity in Telecom Forum. And hopefully, present them in a more effective way.

Can everyone see the document? Great. So, this is the report that brings together programs for internet access, device access, as well as programs for training that were brought forward by the providers at our Digital Equity in Telecom Forum.

The focus of this document is about bridging the gap between having providers tell us about these programs, or how many of these programs are out there, and actually getting people access to the internet. In the process of researching and going through the eligibility and registration procedures in order to create this document. I experienced significant and pretty labyrinthine processes. So, the goal here is not only to bring together programs about the ACP as well as much more granular programs at a carrier level, but also to clarify registration and requirements, like the kinds of documents you need to have ahead of time for eligibility, whether you can fill out the entire document online, as well as detailed eligibility information. In the process of creating this document, not only did we bring together all of the programs that were presented by carriers at the forum, but we also followed up with each of the carriers to see if they wanted to provide additional information. For instance, thanks to our engagement with Verizon, I was able to add more content to our school and nonprofit organization programs. This program, the Verizon Digital Inclusion Program, is an offering that is provided to the public through nonprofits or through state and local governments. For instance, and while this is not available in Seattle, it is helpful to get an idea of what the program offerings could potentially look like, for instance is a nonprofit organization chooses to take it up. The example offerings and the requirements that are illustrated here are based on sample contracts that have been provided by Verizon that are pretty comparable to what could be deployed in Seattle.

In summary here, and I am very much looking forward to hearing everyone's feedback, thoughts and ideas on how this can best be deployed out to the public to make useful. this document shows a couple of forward-looking steps that we do want to take. One is that work within the committee -- I'm on the committee and we're looking forward to making this a living document, continuing to update it and make sure that the information is current as programs are introduced or as they change. And then the second point is that I would like to better summarize the content in this document so that people who are new to these programs aren't overwhelmed by the amount of information in this report. The idea is that we can add a summary table at the beginning that compares programs and gives a sense of which ones the reader would be eligible for.

We have discussed this at length in our committee meetings, but are very much looking forward to feedback and thoughts from the whole group. in addition, Meira has been incredibly helpful in facilitating outreach within City government, and discussing how this can potentially be deployed. Again, the goal is to get this into the hands of folks who are looking for programs that will help them to reach more affordable internet devices and training.

So thanks, everyone, for your time. We are looking forward to your thoughts. Thanks to the whole committee for your support as I complete this compilation.

**David Keyes:**  This is Dave Keyes. I just want to say thanks. I know you have put a lot of work into this, so I appreciate it. One thing I should probably just check in on, one thing we've seen since the affordable connectivity program is that there are some providers who have started to modify their programs to have something available that meets the $30 federal subsidy. I talked to Alice Lawson today, and let's just connect so that we can see what has been added.

**Harte Daniels:**  That was part of our discussion in DEI, whether or not, because everything changes so fast. It should be a living document. In addition to the discussions in the DEI committee, your and other peoples' input from that conversation, because this could become a project in and of itself. Just trying to keep this updated, that type of thing. So, the pros and cons of whether it should just be a snapshot or a living document, how to update it, etc., all ideas are welcome, but there needs to be some sort of support for it if you want it to be a living document.

**David Keyes;**  The providers should publish their rates, so that it would be scrapeable.

**Harte Daniels:**  Oh, that would be so nice.

**Phillip Meng:**  Absolutely. One of those starting ideas is wanting to hold that work in the committee, as well. Especially at the federal level, we know that programs are going to change. ICBA programs are going to make an impact, too. So, yes, we can touch base on how that can be updated now, as well.

**Harte Daniels:**  As an example, David, it's not quite as easy as just updating which ones have the $30 from the ACP. I found that Comcast actually supplies both cellphone and internet access and they actually split that $30 in between the two. So, it's not a simple matter. That's why I'm saying keeping this updated and it not being easily scrapeable, etc. This is a much greater task than what would meet the eye, or what you would logically think should be happening. I just wanted to point that out. I did find an example where it was extremely complex on how to allocate that $30.

**Femi Adebayo:**  Okay. Thank you for that presentation, and thanks for all of the questions, and all of the input and suggestions. Any other questions on this?

**David Keyes:**  Just really quick. Since this has a section on ACP, I'll just mention now and put something in the chat that we're going to have somebody from the FCC from the connectivity program at the July 21 Digital Equity Learning Network meeting. So, that's also a chance to ask questions of them. And I really appreciate the work that has gone into this.

**Femi Adebayo:**  Thank you, David. Okay, next on the agenda are committee updates. Digital Equity?

**COMMITTEE UPDATES**

**DIGITAL EQUITY COMMITTEE**

**Harte Daniels:**  So, basically, you heard the majority of our DEI meeting already from TMF and Meira, and from Phillip Meng. The last thing that we discussed was the Verizon offer from them to do what they have done in other cities. This program is in other cities, it is not in Seattle, primarily because they have one requirement, and that is that they need a sponsorship. Verizon has done the traveling and the legwork for making that presentation of data. And for one reason or another, agencies have not stepped up. The outcome, the decision by the committee was that Washington Workforce Development Council and Meira would circle around to those agencies and gather up more information that might move it forward. And report back to DEI, at which point we may or may not create a memo or a position paper to present to the full board, asking them to take the matter to the Legislature, whether it's City, County, or State, because Verizon has presented to all three of those.

The last item we briefly discussed and will discuss more at our next meeting is the focus on the future of the remainder of the year of our work. What will we be focusing on more specifically than the general concept of stand with youth. We meet the last Tuesday of the month, if you're interested in joining. Thank you.

**Femi Adebayo:**  Thank you for the update. Privacy and Cybersecurity?

**PRIVACY AND CYBERSECURITY COMMITTEE**

**Nicole Espy:**   Hi, I'm Nicole, chair of the Privacy and Cybersecurity Committee. We did not meet this last month, but as you can see, our Group 4b memo has just been passed, which is great. There is a community working group meeting tomorrow on community surveillance to discuss these technologies further. And I'll put the link to that in the chat:

<https://www.seattle.gov/tech/initiatives/privacy/events-calendar?trumbaEmbed=view%3Devent%26eventid%3D160197704>

We would appreciate anybody joining that. We would also like to request that you let your friends and families and neighbors know about the Privacy and Cybersecurity Committee. All input and opinions are welcome to help promote this topic. Our meetings are the last Tuesday of the month via Webex. And meeting times are posted on the CTAB web site. Thank you.

**Femi Adebayo:**  Thank you, Nicole, for the update. Any questions about the updates? Okay. We will now open it for public comment and any announcements.

**PUBLIC COMMENT**

**Harte Daniels:**   There's a grant or fellowship available for intergenerational work given by Encore. I think we're right up on the deadline for that, so if you're interested in older and younger people working together toward equity, and I mentioned another one to the committee but I can't remember what it is. Maybe Phillip or Coleman can. There is other money available, in other words.

**Phillip Meng:**   It's not coming to mind. Sorry.

**Harte Daniels:**   It's okay. If I remember it or find it, I'll put it in the chat. Thank you.

**Femi Adebayo:**  Thank you. Any other comments? Questions? If there are no other comments, I think we can close the meeting.

**ADJOURNMENT**