



November 5, 2007

To: Harry Roesch, ARC Project Coordinator  
Appalachian Regional Commission  
1666 Connecticut Avenue NW Suite 700  
Washington, DC 20009-1068

From: Robert R. Byrd  
P.O. Box 1709  
Enka, NC 28728

Subject: ARC Progress Report for Contract # NC15697-07  
Project title: Graham County Broadband Fiber Optic Extension

Dear Harry:

Attached herewith are two copies of the Southwestern Commission's 1<sup>st</sup> 120-day progress report for the Graham County Broadband Fiber Optic Extension contract. This report covers the contract period from July 1, 2007 through October 30, 2007.

As you know the major focus of the ARC funds in this project is to support the provision of broadband technology infrastructure to the Graham County governmental offices. Significant progress has been made during this reporting period; however, the rocky terrain and unmarked underground utility lines posed substantial challenges which had to be addressed.

The Cherokee Preservation Foundation and the NC Rural Center are providing matching funding for the ARC award.

Roger Wiggins, the chief financial officer for the Southwestern Commission, has prepared a financial request which is attached to this report.

The progress noted during this reporting period would not have been possible without the guidance and assistance provided by the ARC Project Director, the NC ARC Liaison Officer, Graham County officials, the BalsamWest FiberNet Corporation and WNC EdNET Technical Advisor and Planner, Leonard Winchester. The Southwestern Commission and the WRESA are grateful for this leadership and support.

Copies of this report are being provided to Olivia Collier, NC ARC Liaison, the Cherokee Preservation Foundation, and the NC Rural Center.

If you need additional information, please let me know.

Many thanks.

Cc: Bill Gibson  
Roger Metcalf  
Roger Wiggins  
Olivia Collier

Susan Jenkins  
Ashleigh Brown  
Melody Adams  
Leonard Winchester  
Charles George

**“Broadband Fiber Optic Extension for  
Graham County Government, Public Services and  
Private Businesses  
Contract # NC-15697-07**

**Progress Report  
July 1, 2007 – October 30, 2007**

**Submitted to:  
Harry Roesch, ARC Project Coordinator  
Appalachian Regional Commission  
1666 Connecticut Avenue NW  
Suite 700  
Washington, DC 20009-1068**

**Olivia Collier, NC ARC Liaison Officer  
4313 Mail Service Center  
Raleigh, NC 27699-4313**

**Submitted by:**

**Bill Gibson, Executive Director  
Southwestern Commission  
125 Bonnie Lane  
Sylva, NC 28779**

**Roger Metcalf, Director  
Western Region Education  
Service Alliance (WRESA)  
P.O. Box 1709  
Enka, NC 28728**

## **ARC Progress Report Outline**

- I. Background Information**
- II. Progress in Achieving Goals and Objectives**
- III. Major Focus for the Next Reporting Period**
- IV. Financial Request**
- V. Appendix A ~ Activity Log**

## I. Background Information

The purpose of this project is to help provide broadband infrastructure and electronics to 10 Graham County governmental sites. The broadband infrastructure deployment includes placing underground fiber duct with handholes from Tipton to the Robbinsville area. The work includes trenching, ditching, digging, boring soil, sawing rock, providing ducts, installing ducts, providing and installing handholes, providing fiber, inserting fiber into duct via blowing, pushing and pulling, interval fusion splicing and making connections. The equipment electronics includes the termination of the fiber at the user sites.

This project is matched with Cherokee Preservation Foundation and NC Rural Center funds and is a component of a regional WNC EdNET project which is designed to provide broadband connectivity to the education sites in the counties of Jackson, Macon, Clay, Cherokee, Swain and Graham. The WNC EdNET project includes public, Tribal, and Charter schools.

## II. Progress in achieving project goals and objectives

The Project Goal is to “Develop and improve Appalachia’s Infrastructure to make the region economically competitive” (ARC Goal 3).

Strategies are: ARC Strategic objective 3.3 “Increase the accessibility and use of telecommunications technology” and NC Strategy 3.3.3 “Make strategic investments to enhance the availability and use of telecommunications technology.”

Performance measures include:

Outputs: Sufficient fiber optic cable and terminal equipment will be provided to connect Graham County public services and local business to the global economy

Outcomes: Broadband fiber-optic connectivity to all Graham County and Robbinsville government facilities and public services; and, “bridge” access for local business, commerce and industry

Leverage: Immediate leverage includes the \$700,000 grant (awarded 03/07) from the Cherokee Preservation Foundation. Future projected private investment is unknown. The converse is that without broadband access many new business prospects will ignore Graham County.

The project goal, strategies, outputs, outcomes and leverage are operationalized via major project activities which include:

- Sustaining a regional collaborative consisting of CEO’s and Technology Coordinators from each of the implementation partners. Periodic meetings will be called by the Project Director when collaborative decisions are needed. The

partners' representatives are the key players to insure quality implementation and sustainability of the project. Southwestern Commission and Western Region Education Service Alliance (WRESA) serve as management partners.

- Once funding is received, contracts will be finalized and the deployment of the infrastructure will begin and should be completed within a few months.
- The building of the underground transport infrastructure to Graham County participating sites is ready to begin when funding is secured. The planning, engineering, and elements of the deployment contractual agreement have been established.

Specific progress made during this reporting relative to each major activity is as follows:

#### Sustaining the regional WNC EdNET collaborative

Progress – The regional WNC EdNET collaborative structure is fully functioning. The Executive Committee, the Technology Coordinators and the Technology Application Committee (TAC) continue to conduct planning and implementation activities. The Southwestern Commission and WRESA continually interact with these groups.

Major events during this reporting period include:

- Planning, drafting and approving bylaws for a regional 501 (c) (3) entity to assist with regional technology maintenance and application
- Selecting and procuring critical switching equipment and associated electronics
- Selecting and ordering distance learning equipment
- Continuing funding procurement initiatives
- Planning and conducting a major technology awareness conference (itac) for over 2000 attendees
- Other activities are noted in the “WNC EdNET Activity Log” (Attachment A)

#### Contracts will be finalized and infrastructure deployment will begin

Progress – The project planners successfully finalized a deployment contract with a vendor who was approved through a formal bidding process.

#### The building of the underground transport of the infrastructure to Graham County

Progress – This is the major activity of the project and significant progress has been made:

- The underground placement of conduit to county government and school sites is 98% complete with an expected completion date in early November.
- The handhole and conduit connectivity for all sites is 80% complete with final completion expected in early November.
- Fiber placement for school hub is 50% complete (the school laterals is complete) anticipated completion date is early November.\*
- Inside termination of schools is 80% complete (3 out of 4) anticipated completion date is early November.\*
- The clean up, final inspection and final signoff with NCDOT – anticipated completion date is mid November.
- The fiber splicing is 15% complete. The target completion date is November 30.
- The fiber placement for the county office buildings is 50% complete (5 out of 10). The target completion date is early November.
- The inside termination for the county buildings has not started. The anticipated completion date is mid December.
- Procurement and installation of electronic hardware and equipment is in process. Edge switches have been purchased. The purchase of the core switch and back-up power still has to be done. The installation of the switching and back-up power still has to be done.

\*CPFdn and NC Rural Center funded

In conclusion, substantial progress has been made in accomplishing the infrastructure deployment which is the major focus of this ARC project.

### III. Major focus for the next reporting period.

The major activities for the next reporting period will include the completion of fiber deployment and termination at all sites. The procurement and installation of switching electronics and back-up power should be completed during the next reporting period. Final inspection and testing should occur during next reporting period.

## **IV. Financial Request**



## Reimbursement Request Worksheet

Project Title: Graham County Broadband Fiber Optic Extension

ARC Project No: NC-15897-07

APPALACHIAN  
REGIONAL  
COMMISSION

Dates of this reporting period:

From: 7/1/2007

To: 10/30/2007

BUDGET CATEGORY	ARC (Federal) Share			Matching (non-Federal) Funds			Total Program Outlays		
	Project Budget*	Current Period**	YTD***	Project Budget*	Current Period**	YTD***	Project Budget*	Current Period**	YTD***
Personnel									
Benefits									
Travel									
Equipment	72,721	65,449	65,449				72,721	65,449	65,449
Supplies									
Contractual									
Other	127,279	114,551	114,551	740,000	666,000	666,000	867,279	780,551	780,551
Total Direct									
Indirect costs									
<b>TOTAL</b>	200,000	180,000	180,000	740,000	666,000	666,000	940,000	846,000	846,000

\* Figures from "Project Budget" column should be taken from the most recently **approved** project budget.

\*\* Amount shown in the "Current Period" column should reflect costs incurred only during the current reporting period. This usually covers four months.

\*\*\* Amount shown in the "YTD" column is the total cost of this line item from the **start of the project** through the end of the current reporting period.

NOTE: Indirect cost rates are approved by the grantee's cognizant Federal agency as described in OMB Circular A-87 and others. To claim reimbursement for indirect costs, they must be included as a line item in the most recently-approved ARC budget.

<b>REQUEST FOR ADVANCE OR REIMBURSEMENT</b>  <i>(See instructions on back)</i>	Approved by Office of Management and Budget, No. 80-RO183		PAGE 1 OF 1 PAGES
	1. TYPE OF PAYMENT REQUESTED	a. "X" one, or both boxes <input type="checkbox"/> ADVANCE REIMBURSEMENT <input checked="" type="checkbox"/> CASH b. "X" the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL

3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED <b>U.S Department of Commerce Appalachian Regional Commission</b>	4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY <b>NC-15697-07</b>	8. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST <b># 1</b>
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6. EMPLOYER IDENTIFICATION NUMBER  <b>56-0896753</b>	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER	8. PERIOD COVERED BY THIS REQUEST FROM (month, day, year) <b>07/01/07</b> TO (month, day, year) <b>10/30/07</b>	
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9. RECIPIENT ORGANIZATION <b>Southwestern NC Planning Commission</b>  <i>Name :</i>  <i>Number and Street :</i> <b>125 Bonnie Lane</b>  <i>City, State and ZIP Code :</i> <b>Sylva, NC 28779</b>	10. PAYEE (Where check is to be sent if different from item 9)  <i>Name :</i>  <i>Number and Street :</i>  <i>City, State and ZIP Code :</i>
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11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS / ADVANCES REQUESTED				
PROGRAMS / FUNCTIONS / ACTIVITIES ▶	(a) ARC	(b)	(c)	TOTAL
<i>(As of date)</i>				
a. Total program outlays to date	\$ 846,000	\$	\$	\$ 846,000
b. Less: Cumulative program income	-0-			-0-
c. Net program outlays (Line a minus line b)	846,000			846,000
d. Estimated net cash outlays for advance period				
e. Total (Sum of lines c & d)	846,000			846,000
f. Non-Federal share of amount on line e	666,000			666,000
g. Federal share of amount on line e	180,000			180,000
h. Federal payments previously requested	-0-			-0-
i. Federal share now requested (Line g minus line h)	180,000			180,000
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances	1 <sup>st</sup> month			
	2 <sup>nd</sup> month			
	3 <sup>rd</sup> month			

12. ALTERNATE COMPUTATION FOR ADVANCES ONLY	
a. Estimated Federal cash outlays that will be made during period covered by the advance	\$
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	
c. Amount requested (Line a minus line b)	\$

13. CERTIFICATION		
I certify that to the best of my knowledge and belief the data above are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE REQUEST SUBMITTED <b>10/30/07</b>
	TYPED OF PRINTED NAME AND TITLE <b>Bill G. Gibson Executive Director</b>	TELEPHONE (AREA CODE, NUMBER, EXTENSION) <b>828 586-1962 extension 217</b>

**This space for agency use**

## **V. Appendix A**

### **WNC EdNET Activity Log**

## Appendix A Activity Log

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/ Results/Outcomes
4/12/2005	WRESA	Bill Gibson (SEDPC), Mark Sorrells (Golden Leaf), Patricia Cabe (Golden Leaf), Dale Carroll (Advantage West), Billy Clarke (Golden Leaf), Roger Metcalf (WRESA), Bob Byrd (WRESA)	Meeting called by Bill Gibson to explore WRESA involvement/ assistance with Golden Leaf Technology effort in western most North Carolina schools. WRESA agreed to collect needs data and to follow up with school superintendents and technology coordinators.
4/20/2005	WRESA	6 Superintendents, WRESA Director	WRESA Director briefed superintendents on possible Golden LEAF initiative and needs data collection.
4/26/2005	SWCC	SWCC, WRESA, 6 School District Technology Coordinators, Balsam West, Drake Enterprises, WCU, Cherokee Tribe TCCC, NC DPI	Excellent information, sharing session. Presentation by SWCC and Balsam West group as per broadband history/efforts in 6 western counties.
4/26/2005	SWCC	WRESA, 6 School District Superintendents/Technology Representatives, NC DPI	WRESA Director asked for direction and planned next steps.
4/29/2005	Swain County High School	WRESA, 6 School Superintendents and Technology Coordinators, NC DPI	WRESA Director presents overview information on Golden Leaf effort and requests direction from superintendents who advise him to proceed with planning and development of a grant application.
5/12/2005	Franklin	WRESA, Clay County School Superintendent, Technology Coordinator	Discussed technical possibilities, background information and future direction.
5/18/2005	WRESA	WRESA, 6 Superintendents	WRESA Director updated superintendents on needs data.
5/20/2005	Jackson County	WRESA, Superintendents, Golden Leaf	WRESA Director and Golden LEAF staff discussed broadband collaborative issues and possibilities.
5/23/2005	WRESA	WRESA, Swain Technology Coordinator, Clay Technology Coordinator, Golden Leaf, ERC, Cherokee Preservation Foundation, E-N-C Authority	Information update, question and answer, multi-party involvement agreement for proposal development.
6/1/2005	Franklin	WRESA, D-Net, Clay County Schools	Multiple party information sharing.
6/1/2005	Franklin	WRESA, Clay County Schools	Planning, organization
6/7/2005	Murphy	Pat Cabe, Mark Sorrells, Roger Metcalf, Norman Oglesby, Marjorie Tucker	Information sharing - working on collaborative model.
6/8/2005	Webster	Pat Cabe, Mark Sorrells, Roger Metcalf, Norman Oglesby	SCC - Information sharing - working on collaborative model.
6/14/2005	Cherokee	Brandon Stevens, Bob Byrd, Charles George, Andy Gibson, Roger Metcalf	Information sharing - building a collaborative model.
6/21/2005	Cherokee	WRESA, EBCI Planner	Information sharing
6/21/2005	Cherokee	WRESA, EBCI School Superintendent	Information sharing, organization
7/8/2005	Asheville	WRESA and selected collaborative members	ENC Authority conference; Connectivity meeting - presentation.
7/15/2005	Bryson City	Andy Gibson, Leonard Winchester, Bob Byrd, Roger Metcalf, Mark Sorrells	Update - Review - Setting dates
7/15/2005	Robbinsville	Mike Edwards, Bob Byrd, Roger Metcalf	Discussion of Graham's needs in broadband connectivity.

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
7/15/2005	Sylva	Technology Coordinators	Information sharing, planning
7/18/2005	Bryson City	WRESA, Clay, Swain Technology Coordinators	Information sharing, planning
7/21/2005	Franklin	WRESA, Technology Coordinators	Information sharing, planning
7/26/2005	Bryson City	WRESA/Southwestern Commission	Fiscal agent determination.
7/28/2005	Murphy	WRESA, Technology Coordinators, Golden LEAF, Southwestern Commission	Agreement on basic plans
7/29/2005	Franklin	WRESA, Superintendents, College Presidents, Technology Coordinators	Agreement on plans, budget, & service agreement
8/10/2005	Franklin	WRESA, Clay, Swain	Budget, Bidders' guidelines
8/11/2005	Bryson City	WRESA, Clay, Swain	Technical design discussions
8/15/2005	WRESA	WRESA, Southwestern Commission	Final Proposal submission
8/16/2005	WRESA	WRESA, Clay	Process checklist development.
8/22/2005	Cherokee	WRESA - Region A	Annual dinner
8/26/2005	WRESA	WRESA, Golden LEAF, Clay	Process checklist developed.
9/16/2005	Franklin	WRESA-2, Southwestern Commission-2, Etel. Com-4	Announcement of Golden LEAF Award/Conditions
9/29/2005	Swain HS	Technology Coordinators-9, WRESA/Southwestern Commission-2, CEO's-2, Other-15	Pre-Bidder Conference
10/13/2005	Cherokee	WRESA-2, CPFdn-3	Explore funding options
10/27/2005	WRESA	Bob Byrd, Andy Gibson, Leonard Winchester	Plan evaluations and procurement bid
10/28/2005	Email, Phone	WRESA-1, CPFdn-1	Submit questions/COI
11/1/2005	WRESA	WRESA-1, Golden LEAF-1	Explore COI Policy & budget
11/3/2005	Swain MS	WRESA-2, Clay, Swain, SW Commission	Plan procurement and CPFdn budget
11/9/2005	Email	WNCEdNET Groups	Mail CPFdn draft
11/11/2005	WRESA	WRESA-1, Vendors-8	Receive proposals
11/14/2005	Swain MS	WRESA-2, Technology Coordinators-9, Consultants-2	Open/review proposals
11/16/2005	Macon BOE	WRESA-2, Technology Coordinators-9, Consultants-2, Vendors-8	Vendor proposal presentations
11/17/2005	Macon BOE	Technology Coordinators-9, Consultants-2	Review proposals
11/22/2005	Macon BOE	WRESA-2, Technology Coordinators-9	Review proposals
11/29/2005	Cherokee Holiday Inn	WRESA-1	Burroughs Welcome Mtg
12/7/2005	Macon BOE	WRESA-2, Technology Coordinators-9	Review proposals select ASAP
12/16/2005	Macon BOE	WRESA-2, SW Commission-2, Technology Coordinators-9, Executive Committee-9	Present recommendations to Executive Committee ASAP
1/3/2006	WRESA	WRESA-2, Golden LEAF-1	Review progress plan budget
1/10/2006	Sylva	WRESA-2, Technology Coordinators-2	Plan setup of Applications Committee
1/19/2006	Macon BOE	WRESA-2, Technology Coordinators-9, Vendors-11	Negotiations with ASAP/planning

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
1/20/2006	SW Comm Bryson City	Technology Coordinators-4, Executive Committee-3, WRESA-3, Golden LEAF-1	Plan publicity, discuss negotiations, plan budget format/process, plan future funding
1/25/2006	Clay BOE	Technology Coordinators/Applications Committee-14, WRESA-2	Organization of Technology Applications Committee
1/27/2006	Cherokee County Schools	WRESA-1, Technology Coordinators-1	Site visit/Formative Evaluation
1/27/2006	Clay County Schools	WRESA-1, Technology Coordinators-1	Site visit/Formative Evaluation
2/1/2006	WRESA	WRESA-3, Technology Coordinators-2	Plan ERC funding presentation
2/6/2006	Congressman Taylor's Office	WRESA-2, Golden LEAF-1, Technology Coordinators-2, Congressman-1, ERC-6	Funding request presentation
2/9/2006	SW Comm Bryson City	WRESA-1, SW Commission-1	Budget Process Planning
2/9/2006	Swain Cou Schools	WRESA-1, Technology Coordinator-1	Site visit/Formative Evaluation
2/9/2006	Cherokee Central Schls	WRESA-1, Technology Coordinator-1	Site visit/Formative Evaluation
2/10/2006	Various	WRESA-2, Applications Committee-8	Cyber Mtg -Test of Centra
2/14/2006	WRESA	WRESA-8, LearnNC-1	Review NC LEARN online courses
2/17/2006	SWCC	WRESA-1, Technology Coordinator-1	Site visit, evaluation
2/17/2006	WCU	WRESA-1, Technology Coordinator-1	Site visit, evaluation
2/20/2006	Macon BOE	WRESA-2, Technology Coordinators/Application Committee-15	Technology Coordinators review contract negotiations option, Applications Committee selection of facilitator
2/23/2006	CPFdn	WRESA-2, Technology Coordinators-4, CPFdn-5	Review CPFdn/WNCEdNET grant application
3/1/2006	WRESA	WRESA-3, Technology Coordinators-2, ARC-1	Prepare ARC request
3/6/2006	Cyber Mtg	WRESA-3, Technology Coordinators-5, Application Committee-8	Centra Orientation, Review websites
3/7/2006	CPFdn	WRESA-1, Technology Coordinators-1, CPFdn-2	Review contract elements
3/9/2006	WRESA	WRESA-2, Technology Coordinators-2	Revise ARC request
3/10/2006	WRESA	WRESA-2, Southwestern Commission-2, CPFdn-1	Notification of funding
3/13/2006	WRESA	WRESA-4, Etel Com-11, Technology Coordinators-9, Consulting Committee-8	E-mail notice of CPFdn Funding
3/20/2006	Macon Co Schools	TAC (14)	Discuss needs assessment Internet II
12/7/05 - 6/19/05		Contract negotiations led by Leonard Winchester	
3/27/2006	WRESA	GL-1, WRESA-3	Discuss publicity event & work W R-Polk
4/12/2006	Rutherford BOE	WRESA-2, E Polk Pangea Librarians-20, Rutherford CS	Discuss plans for P-R broadband

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
4/24/2006	WRESA	WRESA-2, GL-2, Polk-2, Ruth-2, Cher-2	Discuss Golden LEAF Grant possibilities; decision for e-Polk to be grantee
4/27/2006	Smokey Mtn Elem Sch	Numerous agencies-26, approx. 250	GL/CPFdn Publicity Event
5/8/2006	Macon Co Sch	TAC-15	Review Tech programs
5/31/2006	Jackson Co Schools	Technology Coordinators-11, WRESA-3	Review contract, set up planning for maintenance
5/31/2006	Jackson Co Schools	Exec. Comm-7, Tech Coordinators-11, WRESA-3	Approve draft contract elements
6/8/2006	PPFdn	WRESA-1, CPFdn-1	Review evaluation
6/12/2006	Macon Co Sch	TAC-12, WRESA-1	Review Tech programs/needs policies
6/19-23/06	WRESA	Exec Comm, Tech Coord, SW Commission	Prepare ARC application
7/11/2006	CPFdn	WRESA (1), CPFdn (1)	Deliver WNC EdNET Brochures
7/11/2006	Raleigh	Lt. Gov (2), WRESA (1), Tech Coord (2)	Discuss state networks
7/14/2006	WCU	Exec. Comm. (1), WRESA (2), Other (3)	Review ASAP contract
7/18/2006	WRESA	Consulting group (1), WRESA (1)	Review evaluation for WNC EdNET
7/18/2006	Ch Hill	East-West Mtg. WRESA (1), Tech Coord (3)	Review broadband configurations
7/19/2006	Macon BOE	Tech Coord Mtg Tech Coord (7), WRESA (1), Other (2)	Approve contract; approve maintenance structure
7/19/2006	Macon BOE	Exec. Comm. (12) Tech Coord (6) WRESA (2)	Approve contract; approve maintenance structure
7/25/2006	Unknown	Tech Coord (4), WRESA (1)	List questions about the assessment goals and objectives
8/21/2006	SW Commission - Dinner	County Gov. Reps,	Annual Meeting
8/23/2006	SW Commission-Webster; Tech Coord Mtg	Tech Coordinators (6), WRESA - SW (4), Other (1)	Specific partner builds; discuss contract, ARC and maintenance.
8/30/2006	Cherokee Casino	WNC EdNET Presentation; WRESA (1), Other	Show Casino CPFdn Projects
8/30/2006	SW Commission - Webster	Staff Planning; SWC/WRESA (4), Tech Coord (2)	Planning contracting
9/7/2006	SWCC	WNC EdNET Planning; Tech Coord (2), SWC/WRESA (4)	Planning contracting
9/22/2006	Macon County Schools	Tech Coord. Meeting; Tech Coord (8); WRESA/SWC (2)	Discuss budget/ARC allocations

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
9/27/2006	Robbinsville	Exec Comm (1), WRESA/SWC (3), Tech Coord (1); Other (commissioners) (5)	Plan/explore Graham transport possibilities
10/10/2006	Cherokee	WRESA (1), Tech Coord (3), TAC (5)	TAC Plan Conference
10/26/2006	Webster	WNC EdNET SWC (1), WRESA (1)	Planning Bookkeeping
11/28/2006	Hayesville	Tech Coord (1), WRESA (1)	ARC Planning
11/29/2006	Phone Person/WRESA	SWCC (1), GCS (1), CPFdn (2), G. County (1), Tech Coord (1), WRESA (3)	Plan, prepare, submit to CPFdn Graham Co Supplement
12/5/2006	Macon Co BOE	Tech Coord (10), WRESA (2), TAC/Other (6)	Plan Awareness Conf. Select WRESA to manage; update WNC EdNET maintenance - management structure
12/7/2006	Phone	Tech Coord (2), WRESA (1)	Update/briefing ARC Report Planning
12/11/2006	Phone	Tech Coord (2), WRESA (3)	Plan ARC encumbrance process
1/4-5/2007	Webster/Cherokee	SW Comm (2), WRESA (2), CPFdn (1)	Prepare/submit Funding Spent Report
1/16/2007	Webster	Tech Coord (14), TAC (1), WRESA (2), SW Comm (2), Golden LEAF (1)	Review contracts, review Bi-laws, review Awareness Conf. Program, review funding
1/25/2007	WCU Cullowhee	WRESA (6), Other (4)	Scope out Ramsey Center for WNC EdNet Awareness Conf.
1/26/2007	WCU Cullowhee	WRESA (2), WCU (2), Tech Coord (2), Other (6)	Discuss/plan possibilities to use e-NC Authority to support EdNET
1/30/2007	Conference Call	WRESA (1), SW Comm (1), CPFdn (2)	Discuss Graham Supplement request
1/31/2007	SWCC - Webster	WRESA (1), Tech Coord (4), Other (4)	Review by vendor of SONET/alternatives
2/5/2007	Conference Call	WRESA (1), Tech Coord (10), Other (4)	Discuss 501 (c) (3) Janirve and Graham Supplement
2/6/2007	Macon Co. Tech Center	WRESA (1), Tech Coord (10), Other (4)	Review switching, routing and other equipment via vendor presentations for possible WNC EdNET procurement.
2/7/2007	WRESA - Phone Call/Discussion	WRESA (3), Other (1)	Establish contact with Janirve Foundation. Meeting set up with Mr. Dyson.
2/8/2007	WCU	WRESA (1), Other (4)	Planning session for Awareness Conference.
2/14/2007	Phone/Email	WRESA (3), SW Comm (2), Tech Coord (2), Others (7)	Prepare follow up report for CPFdn Graham Supplement.
2/22/2007	Graham Co. BOE Robbinsville	WRESA (1), SW Comm (1), BWFN (3), Execu. Comm. (1), Tech Coord (5), Other (4)	Review/plan/summarize CPFdn Graham Supplement, pricing and work schedule.
2/22/2007	WCU Outreach Center	WRESA (2), WCU (5), TAC (3)	Review Awareness Conf. Program plans. Decide on 2 Keynote speaks, discuss VIP representative.

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
2/23/2007	Janirve Office	WRESA (1), Tech Coord. (1), Other (1)	Discuss WNC EdNET needs with Janirve Director. Determine application/funding process.
3/7/2007	SW Comm	WRESA (1), SW Comm, (1), Tech Coord (1)	Realign budget.
3/9/2007	Harrah's Casino Hotel	Multiple agencies and participants.	Showcase of Balsam West Fiber Net
3/15/2007	MC NC Ofc RTP	Tech Coord (10), MC NC RTP (7)	Switching/Routing discussion and comparison
3/19/2007	Macon Co BOE	WRESA (1), Tech Coord (9), Other (1)	Discussed 501 (c) (3) WNC EdNET Inc. Revise draft, decide to meet March 28 on switching/routing.
3/21/2007	Southwestern Comm	WRESA (1), SW Comm (1)	Review project progress
3/23/2007	Email/Phone	WRESA (2), Tech Coord (3), Exec Comm (3), Other (1)	Review legislative possibilities/implications for WNC EdNET.
3/26/2007	SWCC	WRESA (2), Tech Coord (2), Exec Comm (3), Other (1)	Meet with Rep. Haire to discuss legislative implications.
3/27/2007	Bryson City	WRESA (2), Tech Coord (2)	Review WNC EdNET progress and plans for equipment/hookups.
3/28/2007	SWCC	WRESA (1), Tech Coord (9), Other (3)	Engineer technology comparisons SONET, ethernet DWDN
3/28/2007	SW Comm	WRESA (1), SW Comm (3)	Review CPFdn Graham Supplement & 501 (c) (3)
3/29/2007	Cherokee	WRESA (1), CPFdn (1)	Complete grant award contract Graham Supplement
3/30/2007	WRESA	WRESA (3), Tech Coord (4), Other (4)	Discuss BETA Application
4/3/2007	ERC Asheville	ERC (3), WRESA (2), Tech Coord (2)	Review/tour ERC and discuss services
4/19/2007	SW Comm	Tech Coord (10), WRESA (1), SW Comm (1), Other (1)	Tech Coord Meeting review 501 (c) (3) - approve. Review equipment/maintenance issues - adopt 100% approach.
4/25/2007	Jackson County BOE	TAC (2), Exec Comm (1), Tech Coord (10), WRESA (2), SW Comm (1), Other (1)	Tech Coord discuss/adopt 501 (c) (3). Discuss WNC EdNET maintenance.
4/25/2007	Jackson County BOE	Exec Comm (9), TAC (2), Tech Coord (10), WRESA (2), SW Comm (1), Other (2)	Executive Committee - adoption of 501 (c) (3) guidelines - review Awareness Conf - empower maintenance study group
4/26/2007	Tribal Tech. Coord. Cherokee	WRESA (1), Tech. Coord. (1), TAC (1)	Discuss Dissemination Program for CPFdn
5/9/2007	Jackson County BOE	WRESA (1), Tech Coord (2), Exec. Comm. (3), SW Comm. (1), Other (1)	Formalize 501 (c) (3) budget/guidelines
5/10/2007	SW Comm	WRESA (2), SW Comm (2), Tech Coord (1)	Budget integration and delineation work session – Golden LEAF budget report
5/14/2007	WRESA	WRESA (3), Other (2)	Janirve Grant Application preparation

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
5/23-25/07	WRESA	WRESA (3), SW Comm (2), Tech Coord (2), Others (5)	Prepare ARC Graham Application
6/24-26/07	Atlanta, GA	WRESA (1)	ISTE Conference
7/12/07	Graham/Macon County Field work	WRESA (1), Tech (2)	Inspect fiber construction/deployment
7/13/07	WRESA	WRESA (7)	Awareness Conference Planning
7/16/07	WRESA	WRESA (7), TAC (2)	Awareness Conference Planning
7/23/07	Jackson/Swain County	WRESA (2), Tech Coord (2), Exec Comm (3), Other (6)	Tour of WNC EdNET infrastructure construction sites - project luncheon provided by CPFdn to update project funding agencies.
7/24/07	SW Comm	Tech Coord Mtg Tech Coord (9), WRESA/SW Comm (3)	Prepare equipment purchase list. Chose Cisco switching and routing equipment.
8/2/07	Phone/Email	CPFdn (2), Tech Coord (2), WRESA (2)	Initial planning for Gates Foundation funding discussions.
8/3/07	Swain County Schools BOE	WRESA (3), Tech Coord/TAC (6)	Planning for Awareness Conference
8/3/07	WRESA	WRESA (3)	Submission of funding request for Highlands to Beta
7/24-8/15/07	Mail	Tech Coord (7), SW Comm (1), WRESA (2)	Preparation & processing ARC equipment PO's
6/24-27/07	Grove Park Inn	Tech Coord (2), Other	WNC EdNET presentation statewide Summer Leadership Conference
8/22/2007	Macon BOE	WRESA/SW Cimm (2), Tech Coord (9), Exec Comm (1)	Review RFD for equipment hookup. Decided to re-bid. Review Gates initiative.
8/21/2007	Cherokee	Govt. Leaders Western Region	SW Commission Annual Meeting
8/22/2007	Macon BOE	Tech Coord Mtg Tech Coord (9), WRESA (1), SW Comm (1)	Plan distance learning equipment specs.
8/22/2007	WRESA	WRESA (1), SWC (2)	Prep. ARC Progress Report, funding drawdown request
9/11/2007	Macon BOE	Tech. Coord Mtg (8)	Discuss equipment procurement and hookups
9/14/2007	WRESA	Exec Comm (7), Tech Coord (2), WRESA/SWC (5), TAC (2)	Discuss 501 (c) (3) approve bylaws.
9/17/2007	SW Comm	Tech Coord (7), SW Comm/WRESA (4), Exec Comm (3), Other (10)	Discuss Gates Foundation & foundation funding needs
9/18/2007	Swain Co BOE	TAC	Plan Awareness Conference

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
9/24/2007	Cherokee CPFdn	WRESA (1), CPFdn (2), Other (1)	Planning S. engagement
10/3/2007	WRESA	WRESA (1), WCU (2)	Planning iTAC Conference
10/12/2007	WCU Ramsey Center	WRESA/SW Comm (11), Schools (2000+)	Tech. Application Awareness Conf (iTAC)
10/23/2007	SW Comm	WRESA (1), SW Comm (1), Tech Coord (1), GL Rep. (email)	Tech Coord (8), WRESA/SW Comm (3)
10/31/2007	Swain Co BOE	Tech Coord (8), WRESA/SW Comm (3)	Equipment selection, e-rate planning, 501 (c) (3) recommendations