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County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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FESIA A. DAVENPORT
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

October 13, 2022

To: Supervisor Holly J. Mitchell, Chair
Supervisor Hilda L. Solis
Supervisor Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Fesia A. Davenport *FAD*
FAD (Oct 12, 2022 15:54 PDT)
Chief Executive Officer

REPORT BACK ON DEEPENING THE COUNTY'S COMMITMENT TO EQUITABLE DEPLOYMENT OF ENHANCED REGIONAL BROADBAND INFRASTRUCTURE – ESTABLISHING AN INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (ITEM NO. 16, AGENDA OF SEPTEMBER 13, 2022)

On September 13, 2022, the Board of Supervisors adopted a motion directing the Chief Executive Officer, in consultation with the Director of the Internal Services Department (ISD), to identify an appropriate existing item which can be immediately available to hire a new County Director of Digital Equity to serve full-time, in an executive management-level position at ISD, and present to the Board ordinance amendments to account for any needed classification changes.

After careful analysis and review, a Director of Digital Equity will be hired using the unclassified classification of Administrative Manager XV, ISD, Item Number 1084. This title exists within ISD and functions at an executive management level. This item is appropriate due to the high-level of strategy, stakeholder engagement, and policy development functions. Utilizing an existing item will allow ISD to rapidly recruit a candidate with the expertise necessary to lead and manage coordination across departments, with other jurisdictions, and among industry leaders and advocates.

The Director of Digital Equity will lead the County's efforts to close the digital divide. The position will report to the Director of ISD and will be responsible for establishing the Intergovernmental Broadband Coordinating Committee (IBCC), a regional and Countywide entity responsible for coordinating the expansion of affordable and reliable internet access across jurisdictions. Additional duties include leading the strategy for

Each Supervisor
October 13, 2022
Page 2

developing the legal and programmatic framework to establish the IBCC; ensuring participation from local governments and other stakeholders, including community-based organizations and businesses; developing the Charter for the IBCC; and creating policies and guidelines for increasing digital access to all communities.

Since the Administrative Manager XV, ISD (UC) is an existing position, no ordinance amendments related to classification or compensation changes are necessary at this time.

Should you have any questions concerning this matter, please contact me or Ann Havens, Senior Manager, CEO, at (213) 974-9960 or ahavens@ceo.lacounty.gov.

FAD:JMN:AC:AYH
EC:mmg

c: Executive Office, Board of Supervisors
 County Counsel
 Auditor-Controller
 Internal Services



County of Los Angeles INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue
Los Angeles, California 90063

SELWYN HOLLINS
Director

"Trusted Partner and Provider of Choice"

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November 8, 2022

To: Supervisor Holly J. Mitchell, Chair
Supervisor Hilda L. Solis
Supervisor Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Selwyn Hollins
Director

REPORT BACK ON SUPPORTING DIGITAL EQUITY THROUGHOUT THE COUNTY (ITEM NO. 16, AGENDA OF OCTOBER 4, 2022)

On October 4, 2022, the Board of Supervisors approved a motion titled, "Supporting Digital Equity Throughout the County." The motion included an amended directive for a report back in 30 days from the Director of the Internal Services Department (ISD) and newly established County Director of Digital Equity. The directive reads:

Direct the Director of the Internal Services Department and the newly established County Director of Digital Equity to report back to the Board in writing in 30 days with an equitable process to ensure that pilot broadband infrastructure projects are introduced in each Supervisorial District, and with a plan to identify and expand resources available to the County for rural broadband in unserved communities by leveraging funding at the Federal and State level that is being released as part of the Bipartisan Infrastructure Law. The process and plan for identifying each pilot project location should include feedback from each of the Board offices and key regional stakeholders (such as Councils of Government and Town Councils); and should ensure equitable access for both densely populated urban areas and underserved rural communities in the County.

The Director of Digital Equity is a new position authority that was created in October 2022 and an executive recruitment process is underway to fill the position. In the interest of providing a timely report back, ISD was given approval to respond to the above-mentioned directive prior to the hiring of the Director of Digital Equity.

In November 2021, the Board of Supervisors approved a motion that included instructions for ISD to administer a competitive solicitation to acquire one or more Managed Service Providers to implement and manage Community Broadband Networks. The networks are intended to be 5-year demonstration projects to provide free broadband access through

public-private partnerships to underserved communities in Los Angeles County where 20% or more of the households lack internet service. The scope of work will include, but not be limited to, project management, infrastructure design, system integrations, performance requirements, equipment testing and maintenance, administration of resources, and customer support services.

ISD has identified communities in each Supervisorial District where 20% or more of the households lack internet service based on data from the United States Census Bureau's American Community Survey. The census tracts where these households are located are referred to as Digital Divide Areas. Maps of the Digital Divide Areas are shown in Attachment A.

The following is a summary of the estimated number of households without internet service in each Supervisorial District:

| | <u>Total Households in Supervisorial District</u> | <u>Total Households w/o Internet Service in Supervisorial District</u> | <u>Total Households w/o Internet Service in Digital Divide Areas</u> |
|------------|---|--|--|
| District 1 | 607,934 | 95,626 | 46,662 |
| District 2 | 653,357 | 100,577 | 53,111 |
| District 3 | 763,283 | 68,496 | 14,673 |
| District 4 | 649,467 | 81,795 | 23,720 |
| District 5 | 641,109 | 70,070 | 20,651 |

The process and plan for identifying a prospective demonstration project in each Supervisorial District includes:

- **Internet Adoption.** Utilize census data and geospatial tools to identify Digital Divide Areas.
- **Public Assets.** Identify and map the locations of County-owned infrastructure that can facilitate the rapid deployment of a Community Broadband Network; neighborhoods where critical assets are readily available, such as buildings, street poles, and radio towers.
- **Equity and Inclusion.** Assess the extent to which a neighborhood aligns with the objectives of the County's Anti-Racism, Diversity, and Inclusion Initiative.
- **Governmental Processes.** Factor the impact of local ordinances and permit requirements on broadband deployment relating to issues such as right of way access, telecommunications design, and construction standards.

- **Financial Viability.** Assess funding options that could support capital investments, including Federal and State grants, County and municipal funds, philanthropic contributions, and profit-sharing models.
- **Regional Stakeholders.** Obtain feedback from key regional stakeholders, including Councils of Governments, City Councils, and Town Councils.
- **Partnership Agreement(s).** Enter a partnership agreement with the local city or jurisdiction through a signed Memorandum of Understanding, which establishes a working relationship to commit resources and collaborate on funding opportunities in support the demonstration project.
- **Board Office Review.** Present proposed demonstration project area(s) to the respective Board Supervisor Office for final review and approval.

Currently, there are three primary Federal and State funding sources that can be used for last-mile broadband infrastructure deployments. ISD aims to understand the requirements for each available source, and to the extent possible, match each of the Board-approved demonstration projects to one or more of these funding sources.

1. American Rescue Plan State and Local Fiscal Recovery Funds (SLFRF)

SLFRF are the most flexible and can be used in any geographic area where there is a demonstrated broadband need related to availability, affordability, or adoption. All of the County's Digital Divide Areas, both urban and rural, are eligible for SLFRF funding, subject to the U.S. Department of the Treasury SLFRF Final Rule.¹.

2. Last-Middle Federal Funding Account (FFA)

Established by California Senate Bill 156, the Federal Funding Account allocates \$104 million to last-mile broadband infrastructure projects in Los Angeles County. The California Public Utilities Commission (CPUC) is administering the fund and will publish a map of "priority areas" where funds can be deployed. These "priority areas" are expected to be announced in the next few months. In selecting "priority areas" the CPUC will prioritize "unserved" areas that do not have access to internet connections that provide a minimum speed of 25 Mbps/3 Mbps, as reported in the California Interactive Broadband Map.² Based on this data, rural areas in the Antelope Valley are likely to be prioritized for funding. As "priority areas" are announced, ISD plans to work in close alignment with Board offices to take appropriate steps to apply for these FFA funds.

¹ <https://www.govinfo.gov/content/pkg/FR-2022-01-27/pdf/2022-00292.pdf>

² <https://www.broadbandmap.ca.gov/>

3. Broadband Equity, Access, and Deployment Program (BEAD)

Created by the Infrastructure Investment and Jobs Act (IIJA), the BEAD Program appropriates \$42.45 billion to fund broadband infrastructure. The CPUC will administer the State of California's funding allocation, which is still being finalized by the National Telecommunications and Information Administration (NTIA). While some geographic limitations will be left for the CPUC to determine, BEAD funding may only be deployed in locations that are either "unserved" or lacking access to internet connections that provide a minimum speed of 100 Mbps/20 Mbps and therefore "underserved". The Federal Communications Commission is developing a national dataset of "unserved" and "underserved" address that will guide the BEAD funding allocation. At this time, it is uncertain how BEAD funding requirements will impact eligibility for the rural areas in Los Angeles County. ISD plans to work in close alignment with Board offices to take appropriate steps to apply for BEAD funds as they become available.

If you have any questions, please contact me at (323) 267-2101.

SH:MO:sh

Attachment

c: Executive Office, Board of
 Supervisors Chief Executive Office
 County Counsel

ATTACHMENT A



COUNTY OF LOS ANGELES **DIGITAL DIVIDE AREAS**

All Supervisorial Districts



Supervisorial District 1

Total Households: 607,934

Households With No Internet Access: 95,626

Median Household Income: \$60,433

Digital Divide Areas - Supervisorial District 1

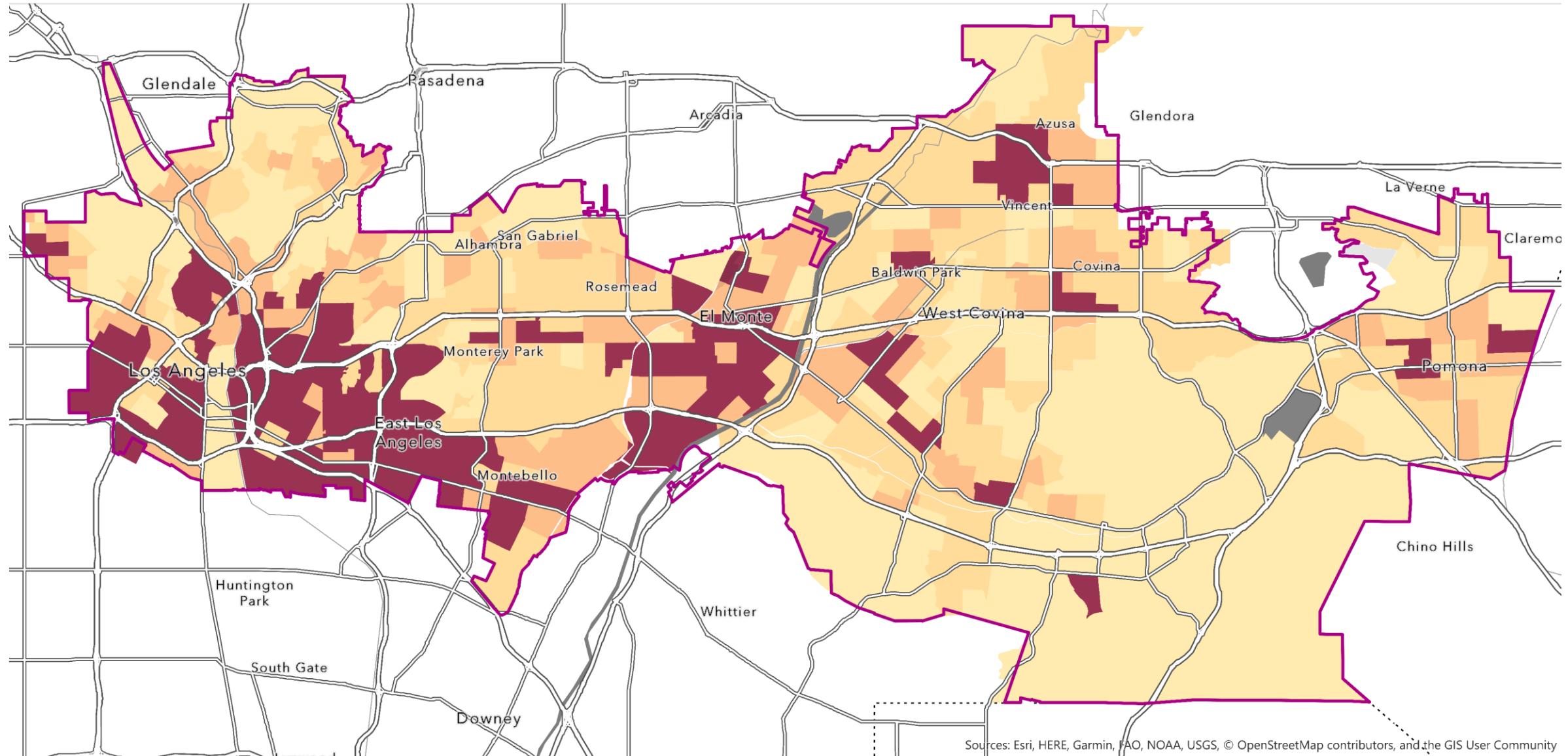
Total Households: 160,337

Households With No Internet Access: 46,662

Median Household Income: \$41,449

Households in Census Tracts With Median Income Below \$50K: 124,135

Households in Census Tracts With Median Income Above \$50K: 36,202



Percent of Households With No Internet Access

10% or Less 10.1% - 15% 15.1% - 20% 20.1% - 100% Nonresidential or No Data Supervisorial District - 2021

Supervisorial District 2

Total Households: 653,357

Households With No Internet Access: 100,577

Median Household Income: \$49,632

Digital Divide Areas - Supervisorial District 2

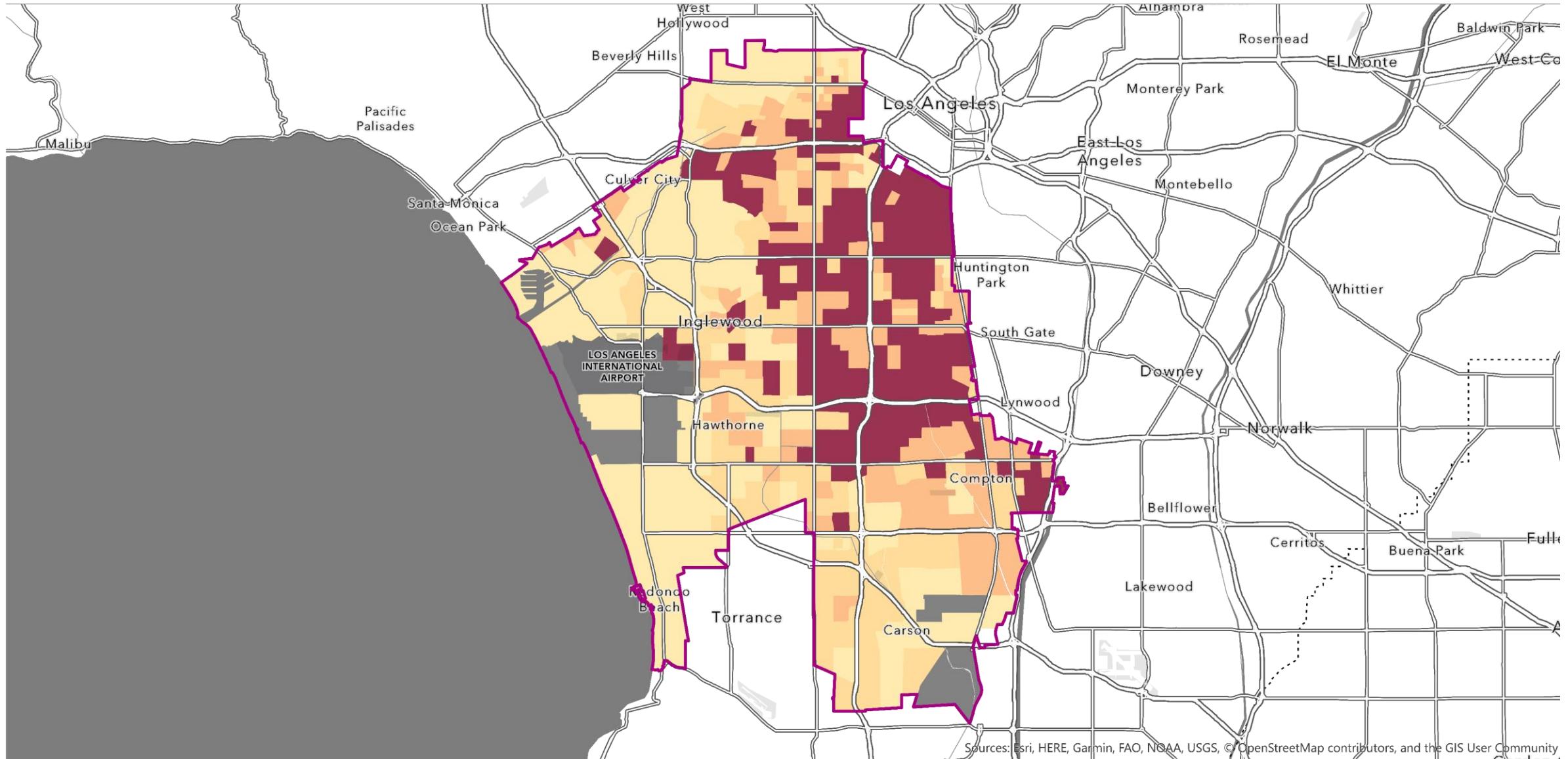
Total Households: 203,383

Households With No Internet Access: 53,111

Median Household Income: \$40,116

Households in Census Tracts With Median Income Below \$50K: 169,280

Households in Census Tracts With Median Income Above \$50K: 34,103



Percent of Households With No Internet Access

10% or Less 10.1% - 15% 15.1% - 20% 20.1% - 100% Nonresidential or No Data Supervisorial District - 2021

Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Supervisorial District 3

Total Households: 763,283

Households With No Internet Access: 68,496

Median Household Income: \$77,386

Digital Divide Areas - Supervisorial District 3

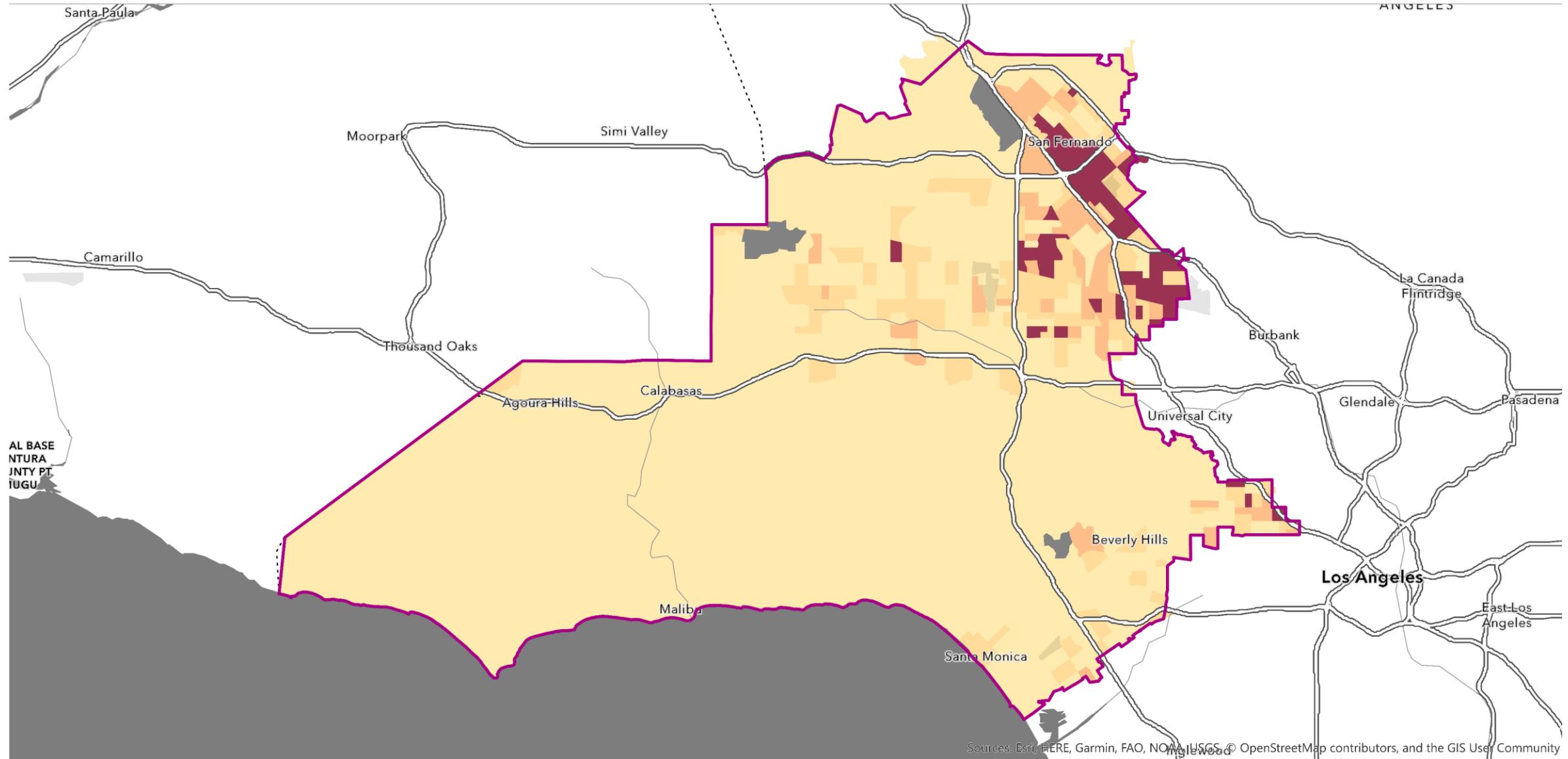
Total Households: 57,214

Households With No Internet Access: 14,673

Median Household Income: \$41,593

Households in Census Tracts With Median Income Below \$50K: 39,714

Households in Census Tracts With Median Income Above \$50K: 17,500



Percent of Households With No Internet Access

10% or Less 10.1% - 15% 15.1% - 20% 20.1% - 100% Nonresidential or No Data Supervisorial District - 2021

Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Supervisorial District 4

Total Households: 649,467

Households With No Internet Access: 81,795

Median Household Income: \$66,116

Digital Divide Areas - Supervisorial District 4

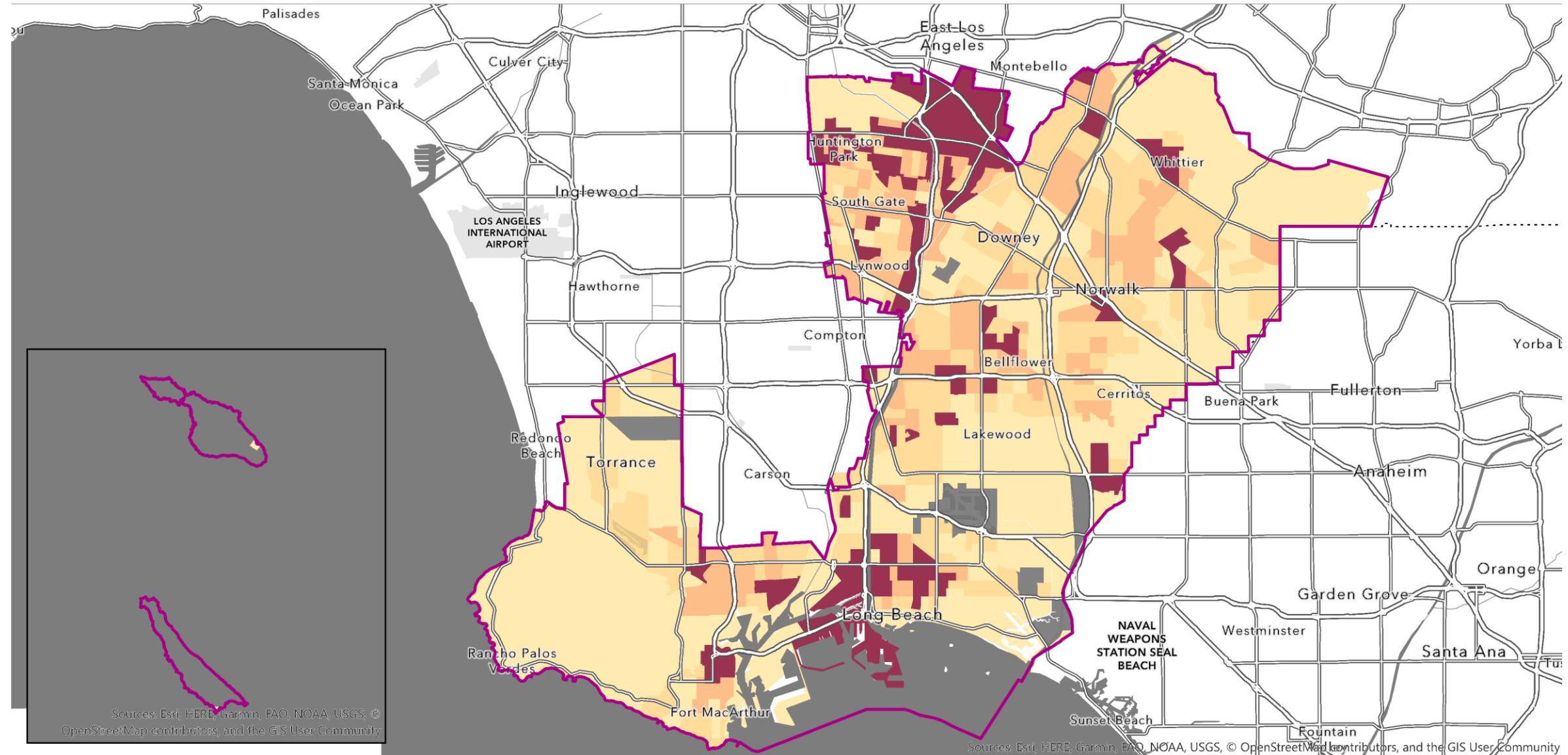
Total Households: 96,869

Households With No Internet Access: 23,720

Median Household Income: \$44,025

Households in Census Tracts With Median Income Below \$50K: 75,972

Households in Census Tracts With Median Income Above \$50K: 20,881



Percent of Households With No Internet Access

10% or Less 10.1% - 15% 15.1% - 20% 20.1% - 100% Nonresidential or No Data Supervisorial District - 2021

Supervisorial District 5

Total Households: 641,109

Households With No Internet Access: 70,070

Median Household Income: \$81,424

Digital Divide Areas - Supervisorial District 5

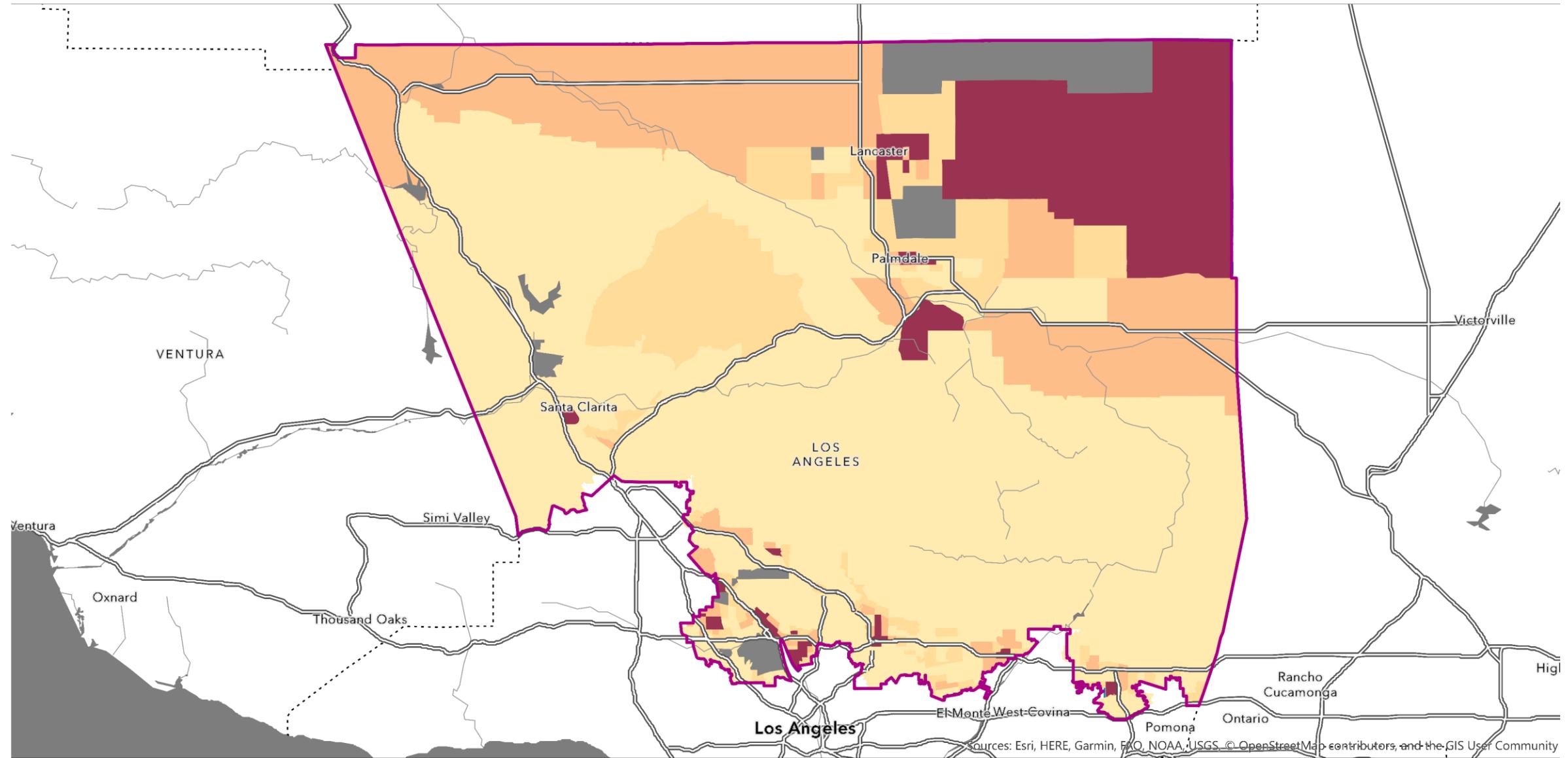
Total Households: 80,444

Households With No Internet Access: 20,651

Median Household Income: \$42,337

Households in Census Tracts With Median Income Below \$50K: 60,850

Households in Census Tracts With Median Income Above \$50K: 19,594





County of Los Angeles INTERNAL SERVICES DEPARTMENT

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Director

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Speed. Reliability. Value.

November 28, 2023

To: Supervisor Janice Hahn, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Kathryn Barger

From: 
Rebecca F. Kauma, MPA Rebecca Kauma (Nov 28, 2023 09:05 PST)
Director of Digital Equity

ESTABLISHING AN INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (IBCC) | STRUCTURE AND DUTIES UPDATE

Introduction

On September 13, 2022, the County of Los Angeles Board of Supervisors (Board) approved a motion titled “Deepening the County’s Commitment to Equitable Deployment of Enhanced Regional Broadband Infrastructure – Establishing an Intergovernmental Broadband Coordinating Committee”. This motion directs the establishment of an Intergovernmental Broadband Coordinating Committee (IBCC) and the appointment of a new countywide Director of Digital Equity as the official convener of the IBCC. On July 31, 2023, Rebecca F. Kauma was onboarded as the inaugural Director of Digital Equity. Per the Board motion, this document provides a 120-day report back on the structure and duties of the IBCC.

Board Directive

The Board directed that the IBCC structure should include:

- 1) Recommendations for a legal framework to establish the IBCC that encourages participation from all stakeholders, including but not limited to, advocacy, technology, and economic development; and
- 2) A proposed membership model for jurisdictions to participate in the IBCC, with membership being drawn from Councils of Governments, incorporated cities, and unincorporated communities without limit in the County.

IBCC Co-Development Process

The Director of Digital Equity has proactively outreached to and engaged with key national, state, regional, and local stakeholders, partners, and subject-matter experts for the co-development of the IBCC. Virtual meetings were convened with the following entities below to learn more about the Broadband, Equity, Access, and Deployment (BEAD) and Digital Equity Act (DEA) Programs.

- California Department of Technology (CDT)
- California Public Utilities Commission (CPUC)
- National Digital Inclusion Alliance (NDIA)
- National Telecommunications and Information Administration (NTIA)

Subject-Matter Expert Interviews

A total of 16 nationwide subject-matter expert interviews were facilitated virtually with digital equity practitioners who are managing local or regional broadband, digital equity, and/or digital inclusion coalitions and committees. More than 70 percent of the subject-matter expert interviewees are 2022 Digital Inclusion Trailblazers. Led by the NDIA, the Digital Inclusion Trailblazer Program is a national benchmark and honor roll for excellence in digital inclusion work being implemented by local, county, regional, and township government entities. The participating subject-matter expert interviewees were reflective of all regions nationwide.

| U.S. Region | Subject-Matter Expert Interviewees |
|---------------------|---|
| West region | 8 |
| Midwest region | 3 |
| South region | 2 |
| Southwest region | 2 |
| Mid-Atlantic region | 1 |

A 33-question subject-matter expert interview tool was used to guide dialogues with interviewees. During the subject-matter expert interviews, the subject-matter expert interviewees shared key best practices and lessons learned with the development, implementation, and management of their coalitions and committees. Using Microsoft Forms as a data collection tool, the Director of Digital Equity captured key insights about each coalition and committee including but not limited to:

- Development and decision-making processes
- Focus areas
- Frameworks, principles, and approaches
- Funding sources

- Governance structures, roles, and responsibilities
- Meeting management processes (e.g., convening frequency, format, days, length of time, and platform)
- Membership processes (e.g., representation, selection, and size)
- Metrics for success and outcomes
- Purpose and scope of work
- Vision and mission statements

The top primary duties, purpose, and scope of work of the subject-matter expert interviewee's coalitions and committees are the following. Please note that subject-matter expert interviewees were able to select more than one option for the top primary duties, purpose, and scope of work.

| Top Duties, Purpose, and Scope of Work | Overview of Duties, Purpose, and Scope of Work | Total Coalitions and Committees |
|---|--|--|
| Advocacy, awareness, and education efforts | Focusing on digital equity public policy and advocacy activities | 87.5 percent |
| Alignment efforts | Ensuring cross-sector stakeholders are coordinating on a joint plan of action and not duplicating efforts | 75 percent |
| Resource mapping efforts | Identifying and building on a community's existing resources that support a healthy digital equity ecosystem | 75 percent |

Top governance structures and roles of the subject-matter expert interviewee's coalitions and committees are the following. Please note that subject-matter expert interviewees were able to select more than one option for the top governance structures and roles.

| Top Governance Structures and Roles | Overview of Governance Structures and Roles | Total Coalitions and Committees |
|--|---|--|
| Backbone/convener | Provide resources and skills to support the coalition and committee | 93.7 percent |
| Committee members | Organizations and stakeholders that come together to share knowledge, resources, and collectively act | 93.7 percent |

| | | |
|-----------------------|---|--------------|
| Community members | People and organizations with a specific geographic area which the coalition and committee engage, empower, and serve | 62.5 percent |
| Working group members | Small group of members that work collectively on a specific project and task within a given timeframe | 62.5 percent |

Key membership models and selection processes of the subject-matter expert interviewee's coalitions and committees included considering 1) organizations that represent other ecosystems that align with digital equity (e.g., racial equity, health equity, climate equity, economic equity); 2) organizations that represent the digital equity ecosystem; 3) subject-matter expertise; and 4) level of decision-making in one's organizations.

Other key membership models and selection processes that the subject-matter expert interviewees are implementing in their coalitions and committees included:

- Conducting direct outreach for organizations to join and specifically recruiting organizations that reach and/or serve communities impacted by the digital divide and that are connected to the vision and mission statement
- Creating an official voting process for steering committee members to join
- Engaging organizations that received direct funding from the coalition and committee convener
- Establishing a membership process that is open, informal, and volunteer-based
- Having an invite-only membership process
- Implementing an online interest form via a website for organizations to express interest to join

The Director of Digital Equity is analyzing and synthesizing the input and feedback received during the subject-matter expert interviews. Key best practices and lessons learned will be incorporated in the draft IBCC charter.

Stakeholder Interviews

Thus far, a total of 26 regional stakeholder interviews were facilitated with local government entities, Council of Governments (COGs), and digital equity non-profits. The Director of Digital Equity outreached to more than 70 percent of the 88 cities within the County of Los Angeles jurisdiction and is expected to engage more than 45 percent of them in stakeholder interviews. Current stakeholder interviewees are reflective of all regions throughout the County of Los Angeles with East and South Los Angeles County regions having the highest stakeholder interviewees participating. Anticipated stakeholder

interviews with community-based organizations who serve the covered populations as outlined in the DEA Act of 2021, town councils, higher education institutions, and County departments are forthcoming.

A 38-question stakeholder interview tool was used to guide dialogues with the stakeholder interviewees. During the stakeholder interviews, the stakeholder interviewees shared their organization's broadband and digital equity needs. Additionally, they provided valuable input and feedback for the IBCC co-development, implementation, and management processes. Using Microsoft Forms as a data collection tool, the Director of Digital Equity captured key insights from the stakeholder interviewees such as but not limited to:

- Anticipated broadband and digital equity activities with allocated funding
- Anticipated covered populations to be served and/or reached with allocated funding
- Current broadband, digital equity, and inclusion efforts
- Recommended duties, purpose, scope of work, and strategies for the IBCC
- Recommended frameworks, approaches, and principles for the IBCC
- Recommended governance structures, roles, responsibilities, decision-making, and membership processes for the IBCC
- Recommended meeting management for the IBCC (e.g., convening frequency, format, days, length of time, and platform)
- Recommended outcomes and metrics for success for the IBCC
- Resources and support needed to leverage funding opportunities

The top primary duties, purpose, and scope of work that stakeholder interviewees recommended for the IBCC are the following. Please note that stakeholder interviewees ranked the prompted duties, purpose, and scope of work in order of priority with (1) being the highest priority and (9) being the lowest priority.

| Top Duties, Purpose, and Scope of Work | Ranking Priority |
|---|------------------|
| 1. Provide digital equity grant applications collaboration and strategic partnerships efforts | Highest priority |
| 2. Provide digital equity strategic planning and implementation efforts | Second priority |
| 3. Provide digital equity grant making and direct funding efforts | Third priority |
| 4. Provide digital equity technical assistance and development efforts | Fourth priority |
| 5. Provide digital equity resource mapping efforts | Fifth priority |
| 6. Provide digital equity alignment efforts | Sixth priority |

| | |
|--|------------------|
| 7. Provide digital equity advocacy, awareness, and education efforts | Seventh priority |
| 8. Provide digital equity networking efforts | Eighth priority |
| 9. Provide digital equity event planning and implementation efforts | Lowest priority |

Top governance structures and roles that stakeholder interviewees recommended for the IBCC are the following. Please note that stakeholder interviewees were able to select more than one option for top governance structures and roles.

| Top Governance Structures and Roles | Overview of Governance Structures and Roles | Percentage |
|-------------------------------------|--|--------------|
| Community members | People and organizations with a specific geographic area which the coalition and committee engage, empower, and serve | 46.1 percent |
| Committee members | Organizations and stakeholders that come together to share knowledge, resource, and collectively act | 42.3 percent |
| Committee chairs | Stakeholders that lead a smaller group of coalition and committee members, or a sub-committee, through discussions or activities pertaining to a subset of the mission and vision statements | 38.4 percent |
| Working group members | Group of members that work collectively on a specific project and task within a given timeframe | 30.7 percent |

Other governance structures and roles that the stakeholder interviewees recommended for the IBCC through qualitative input and feedback included:

- Creating a board of directors or advisory board that provides guard rails and direction on the IBCC
- Delegating roles and responsibilities to IBCC members (e.g., having a point person)
- Ensuring there's one consistent entity that oversees the IBCC (e.g., Executive Director that oversees, moderates, and seeks consensus within the IBCC)
- Establishing a collaborative self-governing structure in the IBCC
- Having an open process and equitable approach
- Including community-based organizations in the IBCC
- Incorporating a rotating chair and vice chair positions in the IBCC and each city can rotate into that role

- Setting up working groups based on regions (e.g., like the COGs)
- Uplifting a bottoms-up approach in the IBCC
- Using representatives and having alternates in the IBCC

Key membership models and selection processes that the stakeholder interviewees recommended for the IBCC through qualitative input and feedback included:

- Appointing members and representatives to participate on the IBCC (e.g., all cities in the County can opt in)
- Creating smaller working groups within the IBCC that are based on similar profiles, interests, and needs (e.g., like the COGs)
- Ensuring there are no membership dues required to participate in the IBCC
- Establishing a membership process that is open to everyone to join the IBCC
- Facilitating an agreement with organizations participating in the IBCC
- Having representation from each city and community in the IBCC with decision-making abilities including (e.g., community members who are most impacted by the digital divide, non-profits, and subject-matter experts)
- Incorporating a sub-regional structure approach in the IBCC (e.g., no more than 25 people in each group)
- Not having representation from elected officials to ensure the IBCC doesn't become too political
- Uplifting the voices of smaller cities and the business community in the IBCC (e.g., voting power)

The Director of Digital Equity is analyzing and synthesizing the input and feedback received during the stakeholder interviews and will continue with subsequent interviews. Key best practices and recommendations will be incorporated in the draft IBCC charter.

Industry Best Practices Review

The baseline framework and approach for the co-development, implementation, and management of the IBCC include a Collective Impact Approach and an equity lens. A Collective Impact Approach brings people together in a structured way to achieve social change. It involves learning together, aligning, and integrating actions to achieve population and systems-level change. Key conditions of a Collective Impact Approach include having a 1) common agenda; 2) shared measurement; 3) mutually reinforcing activities; 4) continuous communication; and 5) backbone support. The IBCC is also grounded in equity. This includes uplifting thoughtfulness, inclusivity, and intentionality. The Director of Digital Equity is reviewing and incorporating key coalition building, collective impact framework, and equity-based resources and best practices that will be included in the draft IBCC charter.

Operations Cluster Meeting Presentation

On November 8, 2023, the Director of Digital Equity provided an update on the co-development of the IBCC at the County's Operations Cluster Meeting. Her presentation included in-depth information about the IBCC co-development process such as key strategies, timeline, definitions and shared language, activities and focus areas, development process, key elements, framework, and approach. During the Operations Cluster Meeting, Board Deputies provided the Director of Digital Equity with input and feedback to incorporate in the draft IBCC charter.

Next Steps

Per the Board motion, the Director of Digital Equity will provide a 180-day report back to the Board on a draft IBCC charter for adoption (January 27, 2024). The draft IBCC charter for adoption will include key input, feedback, and recommendations from both subject-matter expert and stakeholder interviews. The draft IBCC charter will encompass key elements necessary for the effective implementation and management of a regional multidisciplinary committee. The key elements include but are not limited to:

- Vision statement
- Duties, purpose, and scope of work
- Goals and guiding principles
- Outcomes and metrics for success
- Focus areas and strategies
- Framework and approach
- Decision-making, membership, and meeting management processes
- Governance structure, roles, and responsibilities

The Director of Digital Equity will also solicit feedback and input on the draft IBCC charter from Board Offices.

If you have any questions, please contact me at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

RK:rk

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel



County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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Interim Director

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February 26, 2024

To: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: 
Michael OWH
Interim Director

ESTABLISHING AN INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (IBCC) | DRAFT IBCC CHARTER FOR ADOPTION

Introduction

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) approved a motion titled “Deepening the County’s Commitment to Equitable Deployment of Enhanced Regional Broadband Infrastructure – Establishing an Intergovernmental Broadband Coordinating Committee (IBCC)”. This motion directs the establishment of an IBCC and the appointment of a new countywide Director of Digital Equity as the official convener of the IBCC. Rebecca F. Kauma was appointed as the inaugural Director for Digital Equity on July 31, 2023. On November 28, 2023, the Director of Digital Equity reported back to the County Board in writing on the structure and duties of the IBCC at 120 days (November 28, 2023). Per the motion, this memorandum provides a 180-day report back on a draft IBCC Charter for adoption. The Director of Digital Equity received a 30-day extension from the County Board Offices that sponsored the motion with a new report back of 210 days (February 26, 2024).

Board Directive

The Board directed that the IBCC Charter includes:

1. Establishing and outlining a program to provide technical assistance to IBCC members for the pursuit of State and Federal funding, including coordinating grant applications and sharing technical grant writing resources; and
2. Proposing a set of goals for the IBCC that include, but are not limited to, expediting broadband infrastructure deployment and adoption, increasing data transparency related to broadband access, and improving digital literacy in the County; and

3. Addressing the roles and responsibilities of the IBCC, including but not limited to its role in coordinating broadband deployment, sharing publicly owned assets, sharing information among members, and exploring the design of a Countywide Broadband Authority.

High-Level Overview of the IBCC Co-Development Process

The Director of Digital Equity proactively reached out to and engaged with key National, State, Regional, and Local partners, stakeholder organizations, and subject-matter experts virtually to learn more about the Broadband, Equity, Access, and Deployment (BEAD) and Digital Equity Act (DEA) Programs for Federal and State grant program funding opportunities. A total of 16 nationwide subject-matter expert interviews were facilitated virtually by the Director of Digital Equity with digital equity practitioners who shared key best practices and lessons learned with the development, implementation, and management of their respective coalitions and committees. A total of 66 regional stakeholder interviews were facilitated virtually by the Director of Digital Equity with regional cross-sector multidisciplinary stakeholder organizations who shared their broadband internet and digital equity needs. Additionally, the stakeholder organizations provided valuable input and feedback for the IBCC co-development, implementation, and management processes. The IBCC framework uplifts the Collaboration Continuum, Collective Impact Model, Equity Lens, Racial Equity Tool, Spectrum for Community Engagement, and Systems Change approaches. These evidence-based approaches are essential for cross-sector multidisciplinary community and stakeholder organization engagement across Los Angeles County. The Director of Digital Equity analyzed, reviewed, and synthesized the best practices, feedback, input, and recommendations received during the IBCC co-development process and incorporated relevant aspects into the draft IBCC Charter.

Draft IBCC Charter for Adoption

Per the motion, the Director of Digital Equity has provided a 210-day report back on a draft IBCC Charter for adoption (February 26, 2024). The draft IBCC Charter for adoption includes key expertise, ideas, feedback, recommendations, and wisdom incorporated by subject-matter expert interviewees, stakeholder organization interviewees, and industry-informed best practices. The draft IBCC Charter encompasses key elements necessary for the effective and efficient implementation and management of a regional cross-sector multidisciplinary standing committee. The draft IBCC Charter will be presented for official adoption at an upcoming County Operations Cluster Meeting with an anticipated scheduled date of Wednesday, March 20, 2024.

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov, or your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

Attachment

c: Executive Office, Board of Supervisors
 Chief Executive Office
 County Counsel

County of Los Angeles
Intergovernmental Broadband Coordinating Committee (IBCC)
Draft Charter for Adoption

INTRODUCTION & BACKGROUND

OFFICIAL DESIGNATION & EFFECTIVE DATE

The official designation of the County of Los Angeles (County) Intergovernmental Broadband Coordinating Committee (IBCC) and its Charter are effective following the approval and adoption by the County Board of Supervisors (Board).

AUTHORIZATION

The official establishment of the IBCC and its Charter is authorized by a County Board [motion](#) titled Deepening the County's Commitment to Equitable Deployment of Enhanced Regional Broadband Infrastructure- Establishing an IBCC and was approved by the County Board on September 13, 2022.

STATEMENT OF PURPOSE

The IBCC is a regional collective body and standing committee of multidisciplinary stakeholder organizations and community members collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide in all of Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its members including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information and knowledge sharing, networking, technical assistance, and training opportunities.

STATEMENT OF OPPORTUNITY

Los Angeles County is experiencing a digital divide meaning some communities do not have equitable access, skills, and support to effectively engage online. This nationwide issue was exacerbated by the COVID-19 pandemic. As highlighted in the American Community Survey (ACS) 2022 5-Year Estimates, more than 320,000 (9.7 percent) of households in Los Angeles County do not have an internet subscription, and more than 150,000 (4.6 percent) of households do not have a computer. These digital inequities disproportionately impact lower-income households and communities that are predominantly Black, Latino, Indigenous, and People of Color (BIPOC), communities with lower educational attainment, and older adults (ages 65 years and older). The IBCC spearheads regional digital equity activities and deploys Federal and State grant funding resources to ensure that communities most in need have equitable access to and use of reliable high-speed broadband internet infrastructure and services, internet-enabled devices, digital skills training, and digital navigation support to thrive in day-to-day activities.

DEFINITIONS & SHARED LANGUAGE

Having definitions and shared language creates a baseline understanding of the digital divide and underlines the purpose and direction of convening the IBCC. The IBCC integrates the following industry-informed definitions and shared language.

- **Bandwidth:** The amount of information that can be transmitted across a given path in a unit of time

- **Broadband:** Wide bandwidth that can transport multiple signals over a broad range of frequencies and support different internet types allowing for multiple data streams to be sent at once
- **Broadband adoption:** The residential subscription to high-speed broadband internet includes (e.g., fast speeds, high quality, and capacity)
- **Coalition/committee:** A collective group of stakeholder organizations and community members working towards the same vision
- **Community:** A group of people living in the same place (e.g., neighborhood, city, county, providence, state, national, and internationality)
- **Digital divide:** The gap between communities who have affordable access, skills, and support to effectively engage online and communities who do not
- **Digital equity:** Everyone has the information technology capacity needed for full participation in society, democracy, and the 21st-century economy
- **Digital equity ecosystem:** A combination of programs and policies that meet a geographic community's unique and diverse needs
- **Digital inclusion:** The activities necessary to ensure that everyone especially communities most impacted have access to and use the internet, devices, digital skills training, and digital navigation support
- **Digital redlining:** The discrimination by internet service providers (ISPs) through the lack of deployment, maintenance, and/or upgrade of infrastructure or delivery of services
- **Equity:** An outcome where everyone has what they need to be successful and thrive through fairness and justice
- **Equity lens:** A process of key steps taken to ensure inclusivity, intentionality, and thoughtfulness to improve community outcomes in all decision-making including budgets, policies, practices, and programs
- **High-speed internet:** Internet service that is faster than the average
- **Racial equity:** The process of eliminating racial disparities and inequities by improving life outcomes for everyone
- **Sector:** A group of stakeholder organizations that are similar in society
- **Stakeholders:** Cross-sector and multidisciplinary people or stakeholder organizations with the ability to influence the issue
- **System:** The relationship among interdependent, interconnected, and interrelated factors, people, and structures
- **Systems change:** Shifting the conditions that are holding the problem in place

Digital divide is the **issue**
Digital equity is the **goal**
Digital inclusion is the **work**

IMPLEMENTATION

DUTIES

The IBCC has various roles to meet the distinctive unique needs of its members. The primary duties and scope of work of the IBCC encompasses the following roles.

- Provide digital equity strategic planning and implementation efforts (top priority)
- Provide digital equity Federal and State grant funding and grant-making efforts (second priority)
- Provide digital equity grant applications collaboration and strategic partnerships efforts (third priority)
- Provide digital equity resource mapping efforts (fourth priority)
- Provide digital equity advocacy, awareness, and education efforts (fifth priority)

STRATEGIES

The IBCC deploys key strategies through the following activities. Long-term strategies for the IBCC include exploring the feasibility of a countywide broadband authority.

- Collaborate on Federal and State grant funding opportunities (top priority)
- Secure Federal and State grant funding through collaboration and partnerships (second priority)
- Coordinate regional digital equity activities (third priority)
- Ease Federal and State grant administrative burdens and support organizational capacity building (fourth priority)
- Provide technical assistance and support on Federal and State grant funding opportunities (fifth priority)

DOMAINS & FOCUS AREAS

To build and support a sustainable regional digital equity ecosystem in Los Angeles County, the IBCC prioritizes these domains and focus areas for a holistic approach to tackling the digital divide.

- Affordable, reliable broadband internet infrastructure deployment and service adoption
- Internet-enabled devices that meet the needs of the community members
- Multilingual and culturally relevant digital literacy and skills training
- Quality hardware and software technical support
- Applications and online content designed to enable self-sufficiency, participation, and collaboration
- Digital navigation support to guide the community members to digital inclusion services
- Accurate, reliable, and transparent broadband internet and digital equity data and maps

GUIDING QUESTION

Having a guiding question is critical for solving large-scale complex issues and achieving collective social change in collaboration with stakeholder organizations and the community. At the start of meetings, this guiding question is stated to ensure continuous direction and purpose in convening.

- **Guiding question:** How can we collaborate across sectors and with the community to build a diverse, equity-driven, and inclusive committee that ensures all Los Angeles County residents have equitable access to and use of affordable quality broadband internet infrastructure and services, internet-enabled devices, digital skills training, and digital navigation support to reach their highest potential and thrive in day-to-day activities?

FRAMEWORK

The Collaboration Continuum, Collective Impact Model, Equity Lens, Racial Equity Tool, Spectrum for Community Engagement, and Systems Change approaches are the pinnacle for getting work done and having collective action within the IBCC.

The Collaboration Spectrum

The Collaboration Spectrum (Approach) is used to increase the intensity of collaboration across stakeholder organizations with the outcome of fully integrating all planning, activities, and funding. The Approach strives to develop an interdependent system to address large-scale issues through collaboration opportunities with stakeholder organizations. It prioritizes joint funding resources, shared decision-making, strong accountability, transformative leadership, and deep trust with high productivity and clear communications. The IBCC operates on the “collaborate” and “integrate” side of the Approach.

The Collaboration Spectrum

Increasing the intensity of collaboration

| Compete | Co-Exist | Communicate | Cooperate | Coordinate | Collaborate | Integrate |
|--|--|---|--|---|--|--|
| Stakeholder organizations compete for clients, resources, partners, and public attention | No systematic connection between the stakeholder organizations | Inter-organization information sharing and networking | As needed, interactions among stakeholder organizations on discrete activities or projects | Stakeholder organizations systematically adjust and align work with each other for greater outcomes | Longer-term stakeholder organization interactions based on a shared vision, goals, objectives, activities, strategies, and resources | Fully integrate all stakeholder organization planning, activities, and funding |

The Collective Impact Model

The Collective Impact Model brings stakeholder organizations and the community together long-term in a structured way by learning and improving collaboration, aligning activities, and integrating their actions to achieve large-scale population and systems-level change. It uplifts cross-sector alignment where there are multiple stakeholder organizations and communities engaged in the work. It centers diversity and representation in race/ethnicity, gender, sector, thought, and work. There are five conditions in the Collective Impact Model that the IBCC uses.

| Collective Impact Model Condition | Description |
|-----------------------------------|---|
| Common agenda | Coming together and defining the issue with a shared vision to solve it |
| Shared measurement | Collecting data, tracking progress, and measuring results in the same way for continuous learning and shared accountability |
| Mutually reinforcing activities | Integrating various organizational activities to maximize the result |
| Continuous communications | Building trust through open communications and strengthening relationships |
| Backbone convener | Having a team dedicated to aligning, coordinating, and convening the work of the committee |



Collectively working towards the same goal

Equity Lens

An Equity Lens is a process of key steps taken to ensure inclusivity, intentionality, and thoughtfulness to improve community outcomes in all decision-making activities including budgets, policies, practices, and programs. The IBCC embodies the following Equity Lens best practices.

- Ground the work in data, context, and community-centered solutions
- Disaggregate data to understand what communities are most impacted by the inequities
- Understand the root causes of the inequities that are preventing equitable outcomes
- Uplift asset-based and people-centered approaches
- Engage, listen, and act with communities most in need and include them in decision-making processes
- Shift power and address power dynamics within the work and empower communities with lived experiences through power-sharing
- Address the institutional, structural, and systemic barriers creating the inequities
- Focus on systems change efforts, in addition to programs and services
- Build equity leadership and accountability
- Not using a “one size fits all” approach and customize strategies that meet the specific needs of the communities

Racial Equity Tool

A Racial Equity Tool leads explicitly but not exclusively with race by operationalizing racial equity in all decision-making activities including budgets, policies, practices, and programs. A Racial Equity Tool addresses other areas of marginalization and oppression including but not limited to (e.g., ability, age, education level, gender, immigration status, language, religion, sexual orientation, socioeconomic status, etc.). During the working group meetings, the members incorporate a Racial Equity Lens as they co-create the Federal and State grant programs and proof of concepts. The members use a Racial Equity Tool by responding to racial equity-focused questions to eliminate digital and racial inequities for all Los Angeles County residents.

| Racial Equity Tool Focus Area | Racial Equity Tool Questions |
|--|--|
| Desired outcomes and results | <ul style="list-style-type: none">• What are the intended outcomes and results in the communities, our respective stakeholder organization, and regionally? |
| Benefits and burdens | <ul style="list-style-type: none">• What communities would benefit or be burdened by this work?• Would communities most impacted by the digital divide experience a disproportionate burden? |
| Understanding data and root causes | <ul style="list-style-type: none">• What do quantitative and qualitative data tell us about the communities that are most impacted by the digital divide (e.g., low-income communities, communities of color, immigrant communities, and limited and non-English speaking communities)?• Has the data been disaggregated by key equity indicators to understand what communities are most impacted by the digital divide?• What does the data tell us about key root causes that are perpetuating digital inequities?• Are there any data gaps and what additional information is needed to better understand the data? |
| Community engagement and decision-making | <ul style="list-style-type: none">• How do we engage communities most impacted by the digital divide in decision-making processes (e.g., low-income |

| | |
|--|---|
| | <p>communities, communities of color, immigrant communities, and limited and non-English speaking communities)?</p> <ul style="list-style-type: none"> • Are we increasing their voice, power, and ownership in the decision-making processes? |
| Implementation | <ul style="list-style-type: none"> • How can we advance equity through the implementation of key goals, objectives, and strategies within the work? • How will we collaborate and partner with trusted stakeholder organizations to advance digital equity and inclusion? • What are the key barriers, challenges, and risks to equitable outcomes? |
| Unintended consequences | <ul style="list-style-type: none"> • What are the potential unintended consequences? • How can we modify the work to enhance positive impacts and reduce negative impacts? |
| Accountability, communications, and evaluation | <ul style="list-style-type: none"> • How will we be accountable to, and communicate with, the communities and key stakeholder organizations throughout the implementation process? • How will the work be documented and evaluated? • How will we continue to partner and deepen relationships with communities most impacted by the digital divide? |

The Spectrum of Community Engagement

The Spectrum of Community Engagement (Approach) is used to strengthen and transform relationships with communities and stakeholder organizations. Especially communities that are historically marginalized, oppressed, and underrepresented in government and organizational decision-making processes. It focuses on uplifting the community's lived experiences, expertise, and wisdom through increased voice, power, and ownership in decision-making processes. The IBCC operates on the "involve", "collaborate", and "defer to" side of the Approach.

The Spectrum of Community Engagement

Increasing community voice, power, and ownership

| Ignore | Inform | Consult | Involve | Collaborate | Defer To |
|---|---|---|--|--|--|
| The stakeholder organization denies the communities access to decision-making processes | The stakeholder organization provides the communities with relevant information | The stakeholder organization gathers input from the communities | The stakeholder organization integrates the needs of the communities into the decision-making processes and informs the planning | The stakeholder organization ensures there's community capacity to play a leadership role in the implementation of key decisions | The stakeholder organization fosters community participation and equity through community-driven decision-making processes |

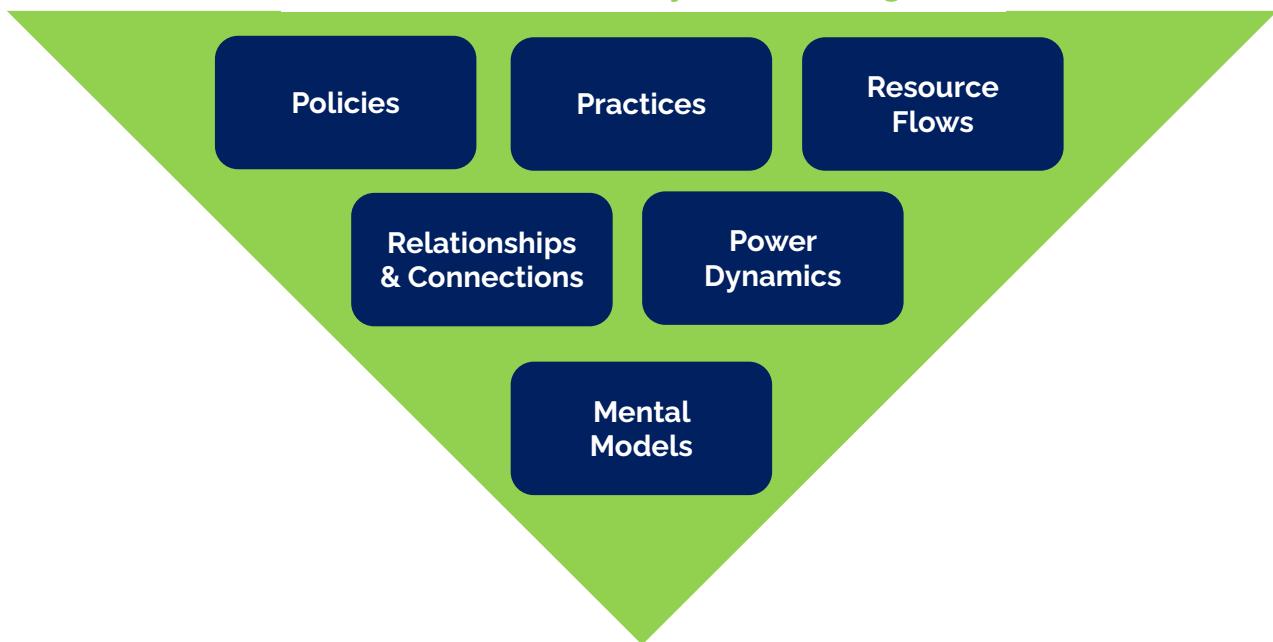
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|---|---|---|--|--|---|
| The stakeholder organization believes the community's voice, needs, and interests do not matter | The stakeholder organization keeps the communities informed | The stakeholder organization cares about what the communities think | The communities are making the stakeholder organization think, and act differently about the issue | The community's leadership and expertise are critical to how the stakeholder organization addresses the issues | The stakeholder organization unlocks community collective power and capacity for transformative solutions |
|---|---|---|--|--|---|

Systems Change

A System is the relationship among interdependent, interconnected, and interrelated factors, people, and structures. Systems Change is shifting the conditions that are holding the problem in place. Culture, history, ideology, and interactions of systems work together to perpetuate inequities. There is intersectionality across systems. The IBCC engages in systems change efforts by addressing the following six conditions.

- **Policies:** Government, institutional, organizational rules, regulations, and priorities that guide the organization's own and other's actions
- **Practices:** Activities of institutions, coalitions, networks, and other organizations targeted to improving social and environmental progress
- **Resource flows:** How money, people, knowledge, information, and other assets such as infrastructure are allocated and distributed
- **Relationships and connections:** Quality of connections and communication occurring among actors in the system, especially among those with differing histories and viewpoints
- **Power dynamics:** The distribution of decision-making power, authority, and both formal and informal influence among people and organizations
- **Mental models:** Habits of thought with deeply held beliefs and assumptions taken for granted by ways of operating that influence how people think, what people do, and how people talk

Six Conditions of Systems Change



DECISION-MAKING PROCESS

The IBCC utilizes a transparent majority vote for its decision-making process that includes the IBCC's authority, scope, and limitations with its decision-making power. Any matters that may require a vote can be raised by directly emailing the backbone convener and the appropriate working group chair. The backbone convener adds the requested matter to a meeting agenda. All active members including (e.g., the backbone convener, community ambassadors, steering committee members, and working group members) are voters. General members and supporters are non-voting members. The facilitator (if a third party) does not have a vote. Depending on the matter, voting can occur both at the steering committee and working group meeting levels. During the meeting, members follow Robert's Rules of Order (Robert's Rule) for the majority vote decision-making process. Each member and stakeholder organization are granted one equal-weight vote. If there is more than one member representing a stakeholder organization, that stakeholder organization still has only one vote. For a majority vote to occur, more than 50 percent of members within that specific meeting size limit need to attend the meeting. There needs to be 50 percent plus one vote (majority vote) for a matter to pass. Any amendments to the Charter require a two-thirds majority vote of all members. All votes are transparent and not anonymous. If appropriate, members may vote via email through coordination with the backbone convener and facilitator. All voting decisions made by members are documented and recorded in the meeting minutes and notes by the backbone convener and facilitator.

Examples of decisions that require a vote include but are not limited to:

- Foundational practices, policies, and Charter changes that impact the activities of the entire IBCC
- Projects, programs, services, and strategies to develop and implement with Federal and State grant funding
- Covered populations and subpopulations that are most in need of prioritizing for Federal and State grant funding and programming
- Geographic areas (e.g., Census tracts, cities, neighborhoods, and zip codes) that are most in need to prioritize for Federal and State grant funding and programming
- Leadership positions appointments (e.g., working group chairs, steering committee members)
- Budget and funding allocation for Federal and State grant funding
- Federal, State, Regional, and Local advocacy, and policy activities that the IBCC signs onto and/or rejects

Steering Committee

Backbone
Convener

Community
Ambassadors

Regional
Community
Partners Working
Group Chair

East Los Angeles &
San Gabriel Valley
Subregion Working
Group Chair

South Bay
Subregion
Working Group
Chair

Southeast Los
Angeles Subregion
Working Group
Chair

South Los Angeles
Subregion
Working Group
Chair

North & West Los
Angeles Subregion
Working Group
Chair

Neutral Unbiased Facilitator

Members

Backbone
Convener

Community
Ambassadors

Regional
Community
Partners Working
Group

East Los Angeles
& San Gabriel
Valley Working
Group

South Bay
Subregion
Working Group

Southeast
Los Angeles
Subregion
Working Group

South
Los Angeles
Subregion
Working Group

North & West
Los Angeles
Subregion
Working Group

Neutral Unbiased Facilitator

General Members & Supporters

GOVERNANCE STRUCTURE | POSITIONS, ROLES, & RESPONSIBILITIES

The IBCC has clearly defined roles for carrying out the direction and purpose of its meetings. See the positions, roles, responsibilities, and key implementation factors.

Positions, Roles, and Responsibilities

- **Backbone convener:** An entity that manages the day-to-day coalition building, implementation, logistics, management, and operations of the committee including guiding the vision and strategies, supporting aligned activities, establishing shared measurement practices, cultivating community and stakeholder organization engagement, advancing policies, and mobilizing funding resources
- **Community ambassadors:** Paid members of the covered populations and/or subpopulations who are impacted by inequities and serve as community ambassadors where they share their lived experiences in the decision-making process in which the committee engages, empowers, and serves
- **Committee members:** Community members and stakeholder organizations that come together to share information knowledge and valuable hands-on experience, leverage resources, provide services, and collectively act through the committee
- **Facilitator:** A neutral unbiased entity separate from the backbone convener that plans, guides, and moderates the committee and its meetings to achieve its desired outcomes
- **General members:** Stakeholder organizations that only participate in general membership meetings due to their political composition
- **Steering committee members:** A small diverse group that represents a wide range of stakeholder organizations and community members that serve as the leadership team for the committee by providing strategic guidance, leadership, and oversight to help align and champion committee efforts with community-centered efforts
- **Supporters:** Stakeholder organizations that may not have the organizational capacity and time to participate in the committee but still want to receive committee-related communications and updates
- **Working group chairs:** A small diverse group that leads their respective working groups and participates in the steering committee
- **Working group members:** A small action group of committee members with similar interests that work collaboratively on specific committee programs, projects, strategies, and tasks within a given timeframe

Positions, Roles, and Responsibilities Key Implementation Factors

The County is serving as the backbone convener that oversees the IBCC. Communities most impacted by the digital divide are serving as paid community ambassadors for a one-year term limit where they can renew yearly if they wish. Working group chairs serve in a one-year term limit under a rotating capacity where they are nominated and voted in by their fellow working group members. The start dates of the term limits for both community ambassadors and working group chairs begin at their first meeting and end one year from that first meeting date. All positions and roles are members of the IBCC and participate in general membership meetings except the supporters due to a lack of organizational capacity and time. The backbone convener may serve as a facilitator, but the primary facilitator is a third-party neutral unbiased entity. The steering committee is an advisory group to the County and the IBCC. The working groups are developed based on similar interests and subregions like the Council of Governments (COGs) governance structure where key tasks are delegated and implemented.

Working Group Subregion Assignments

Other stakeholder organizations that are not listed can join the appropriate and respective working group.

| Working Group Name | Stakeholder Organizations Represented |
|---|--|
| Regional Community Partners Working Group | <ul style="list-style-type: none">• Asian Americans Advancing Justice Southern California• California Emerging Technology Fund (CETF)• Community Clinic Association of Los Angeles County (CCALAC)• County of Los Angeles Departments and Related Agencies• Easterseals Southern California• EveryoneOn• Housing Authority of the City of Los Angeles (HACLA)• Human-I-T• Los Angeles Digital Equity Action League (LA DEAL)• Mexican American Opportunity Foundation (MAOF)• Partnership for Los Angeles Schools• Southern California Association of Governments (SCAG)• TURN The Utility Reform Network• United Ways of California |
| East Los Angeles and San Gabriel Valley Working Group | <ul style="list-style-type: none">• City of Alhambra• City of Arcadia• City of Azusa• City of Baldwin Park• City of Bradbury• City of Claremont• City of Covina• City of Diamond Bar• City of Duarte• City of El Monte• City of Glendora• City of Industry• City of Irwindale• City of La Cañada Flintridge• City of La Puente• City of La Verne• City of Monrovia• City of Monterey Park• City of Pasadena• City of Pomona• City of Rosemead• City of San Dimas• City of San Gabriel• City of San Marino• City of Sierra Madre• City of South El Monte• City of South Pasadena• City of Temple City• City of Walnut• City of West Covina• County of Los Angeles Supervisorial Districts, Census Designated Places (CDPs), and Unincorporated Areas• San Gabriel Valley Council of Governments (SGVCOG) |

| | |
|---|---|
| South Bay Subregion Working Group | <ul style="list-style-type: none"> • California State University, Dominguez Hills (CSUDH) • City of Carson • City of El Segundo • City of Gardena • City of Hawthorne • City of Hermosa Beach • City of Inglewood • City of Lawndale • City of Lomita • City of Los Angeles • City of Manhattan Beach • City of Palos Verdes Estates • City of Rancho Palos Verdes • City of Redondo Beach • City of Rolling Hills • City of Rolling Hills Estates • City of Torrance • County of Los Angeles Supervisorial Districts, Census Designated Places (CDPs), and Unincorporated Areas • Los Angeles Public Library (LAPL) • South Bay Cities Council of Governments (SBCCOG) |
| Southeast Los Angeles Subregion Working Group | <ul style="list-style-type: none"> • Alliance for a Better Community (ABC) • City of Bell • City of Bell Gardens • City of Cudahy • City of Huntington Park • City of Lynwood • City of Maywood • City of South Gate • City of Vernon • County of Los Angeles Supervisorial Districts, Census Designated Places (CDPs), and Unincorporated Areas • East Los Angeles Community Corporation (ELACC) • Gateway Cities Council of Governments (COG) • Southeast Community Development Corporation (SCDC) |
| South Los Angeles Subregion Working Group | <ul style="list-style-type: none"> • City of Artesia • City of Avalon • City of Bellflower • City of Cerritos • City of Commerce • City of Compton • City of Downey • City of Hawaiian Gardens • City of La Mirada • City of Lakewood • City of Long Beach • City of Montebello • City of Norwalk • City of Paramount • City of Pico Rivera • City of Santa Fe Springs • City of Signal Hill |

| | |
|--|---|
| | <ul style="list-style-type: none"> • City of Whittier • County of Los Angeles Supervisorial Districts, Census Designated Places (CDPs), and Unincorporated Areas • Gateway Cities Council of Governments (COG) |
| North and West Los Angeles Subregion Working Group | <ul style="list-style-type: none"> • California State University, Northridge (CSUN) • California State University, Northridge (CSUN) ReLAY Institute • City of Agoura Hills • City of Beverly Hills • City of Burbank • City of Calabasas • City of Culver City • City of Glendale • City of Hidden Hills • City of La Canada Flintridge • City of Los Angeles • City of Malibu • City of San Fernando • City of Santa Clarita • City of Santa Monica • City of West Hollywood • City of Westlake Village • County of Los Angeles Supervisorial Districts, Census Designated Places (CDPs), and Unincorporated Areas • Las Virgenes-Malibu Council of Governments (COG) • Los Angeles Public Library (LAPL) • Meet Each Need with Dignity (MEND) Poverty • San Fernando Valley Council of Governments (SFVCOG) • Valley Economic Alliance • Westside Cities Council of Governments (WSCCOG) |

YEAR ONE GENERAL MEMBERSHIP, STEERING COMMITTEE, & WORKING GROUP ACTIVITIES

General Membership Training Opportunities Efforts

The IBCC creates and provides training opportunities for its general members. These efforts promote a strong stakeholder organization network, shared resources, strengthened grant programming, and elevated skills needed for effective development, implementation, and management of Federal and State grant programming activities. The backbone convener organizes and implements training opportunities in the following but not limited to broadband internet and digital equity-related training topics. General members can propose additional training topics to the backbone convener via email.

- Applying an equity lens
- Asset mapping
- Community outreach and engagement
- Digital inclusion 101
- Digital inclusion programming 101
- Digital inclusion week (DIW) campaigns
- Digital navigator 101
- Free and low-cost internet plans 101
- Understanding the digital equity ecosystem
- Understanding artificial intelligence (AI) and digital equity

Steering Committee Strategic Planning Efforts

The IBCC engages steering committee members in a strategic planning process that defines the IBCC's direction and strategy. This includes co-creating a strategic planning framework with the following strategic planning tiers. The co-created final strategic planning tiers are included as amendments to the Charter and require a two-thirds majority vote of all members. Following the strategic planning process, steering committee members co-share their working group's key activities, tasks, and updates during the meetings.

| Strategic Planning Tier | Description |
|-------------------------|--|
| Vision statement | The ideal outcome or result for the committee |
| Guiding principles | The guidelines that direct the key decisions and purpose of the committee |
| Goals | The broad general guidelines (e.g., short-term and long-term) for what needs to happen in the committee |
| SMART objectives | The specific measurable results (e.g., specific, measurable, attainable, realistic, and time-bound) of the committee that connect to the broad goals |

Working Groups Technical Assistance Program

The IBCC administers a technical assistance program for working group members who are pursuing Federal and State grant funding opportunities. The backbone convener identifies and incorporates key industry-based best practices, resources, and tools that support working group members with their Federal and State joint grant applications during meetings for 60 minutes. Resources, support, and technical assistance are provided to working group members during meetings as part of key activities and tasks in the following areas.

| Technical Assistance Program Focus Area | Description |
|---|---|
| Grant program budget development and funding | Grant program budget development assistance (e.g., joint funding coordination and deployment) |
| Grant program applications and proposals writing assistance | Federal and State Notice of Funding Opportunity (NOFO) comprehension and understanding assistance Multi-stakeholder and cross-sector organization joint grant program applications coordination and proposals writing assistance |
| Grant program development | Broadband internet and digital equity grant program proof of concepts development assistance Broadband internet and digital equity grant programming national best practices, resources, and tools sharing |

| | |
|--|--|
| Organizational capacity building | Organizational administrative support to ease grant administrative burdens |
| Regional collaboration and partnership opportunities | Public-private partnerships model scaling and sharing assistance Publicly owned assets sharing assistance |

SUBSEQUENT YEARS GENERAL MEMBERSHIP, STEERING COMMITTEE, & WORKING GROUP ACTIVITIES

Upon pursuing and securing the Federal and State grant program funding during the first year of the IBCC, key general membership, steering committee, and working group activities in subsequent years of the IBCC are focusing on Federal and State grant program implementation. This includes more in-depth activities that support members in training opportunities, strategic planning efforts, and ongoing technical assistance. Members can propose recommended activities and topics for the IBCC in subsequent years to the backbone convener via email.

PERFORMANCE OUTPUTS & INDICATORS FOR SUCCESS

The IBCC establishes, collects, tracks, and reports on key performance outputs and indicators for success to provide evidence that the implementation of activities is underway and being implemented effectively. These performance outcomes and indicators for success pertain to the IBCC and are separate from programmatic outcomes and indicators that are being used as part of the Federal and State grant programs implementation, monitoring, and evaluation.

Key Considerations for Performance Outputs and Indicators for Success Selection

- Performance outputs and indicators for success align with the success of the IBCC
- Performance outputs and indicators for success are easily understood by the members
- Performance outputs and indicators for success data are produced by a trusted source
- Performance outputs and indicators for success data are easy to gather and report on
- Performance outputs and indicators for success data have baseline data available and can be disaggregated

Grant Program Funding Performance Outputs and Indicators for Success

- Number of Federal and State grant funding opportunities (e.g., disaggregated by level of government)
- Number of Federal and State grant funding applications submitted (e.g., disaggregated by subregion/working group, grant funding dollar amount, level of government)
- Number of grant funding dollar amount requested (e.g., disaggregated by subregion/working group, geographic areas most in need and most impacted, level of government)
- Number of Federal and State grant funding applications awarded (e.g., disaggregated by subregion/working group, grant funding dollar amount, level of government)

Grant Program Performance Outputs and Indicators for Success

- Number of grant programs and projects developed (e.g., disaggregated by subregion/working group, type of digital inclusion activity/service, level of government)
- Number of grant programs and projects implemented (e.g., disaggregated by subregion/working group, type of digital inclusion activity/service, level of government)

Meeting Performance Outputs and Indicators for Success

- Number of meetings yearly (e.g., disaggregated by type of meeting, meeting frequency, meeting format, meeting length of time)

Community/Stakeholder Organization Representation Performance Outputs and Indicators for Success

- Number of community members participating in meetings (e.g., disaggregated by covered population and demographic information, type of meeting)
- Number of stakeholder organizations participating in meetings (e.g., disaggregated by demographic and type of organization, type of meeting)

COVERED POPULATIONS

The IBCC prioritizes communities that are most impacted by the digital divide and communities most in need of digital inclusion services for Federal and State grant program funding. Key covered populations and subpopulations as identified by the Digital Equity Act (DEA) of 2021 include the following communities that reside in Los Angeles County.

- Aging individuals (Ages 60 years and up)
- Incarcerated individuals (other than individuals who are incarcerated in a Federal correctional facility)
- Immigrants
- Individuals with disabilities
- Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)
- Individuals who identify as LGBTQI+
- Individuals who are members of a racial or ethnic minority group
- Individuals who primarily reside in a rural area
- Individuals living in covered households (an income at or below 150% of the Federal Poverty Level)
- Micro and small businesses
- Students
- Unhoused individuals
- Veterans
- Women and those who identify as female
- Youth

FUNDING SOURCES

The County pursues funding resources that support the implementation and management of the IBCC. This includes funding a full-time executive-level County Director of Digital Equity who serves as the backbone convener. Additionally, a third-party contractual facilitator who is hired as part of the County's competitive Request for Proposals (RFP) process. The backbone convener leverages existing County contracts that provide key contractual services to support key general membership, steering committee, and working group activities. If appropriate, the backbone convener leverages Federal and State grant program funding to support the implementation and management of the IBCC. Additionally, the backbone convener identifies, pursues, and secures ongoing Federal, State, and philanthropic grant funding to continue activities within the IBCC.

MANAGEMENT

MEMBERSHIP MODEL

Overview

The IBCC has an open volunteer-based no dues required membership model. Stakeholder organizations that align with the IBCC can join. ISPs and Federal, State, County, and Local elected officials can join the IBCC from a general membership capacity. However, they do not participate in the steering committee and/or working group meetings and activities. They also do not have any

voting authority. With exception given to community ambassadors, all members participating in the IBCC need to be affiliated and/or employed with a stakeholder organization.

Composition and Representation

Having members that reflect the diversity and representation of Los Angeles County and subregions is imperative. This includes BIPOC-led and female-led stakeholder organizations and communities with lived experiences who are represented in the IBCC. Additionally, this includes having active members who are community-centered and who play a vital role in the regional digital equity ecosystem. These stakeholder organizations include and represent the following cross-sector multidisciplinary network.

- Advocacy, civil rights, and cultural organizations
- Community members with lived experiences
- Community-based organizations (CBOs)
- Community economic development organizations
- Council of governments (COGs)
- County departments and County-related entities
- Digital equity non-profits
- Economic development and workforce development organizations
- Elected officials | general members only
- Faith-based organizations
- Foundations and philanthropy organizations
- Healthcare organizations
- Higher education institutions
- Housing organizations
- Internet service providers (ISPs) | general members only
- K-12 education institutions
- Local government entities
- Non-profit organizations
- Public libraries
- Technology companies

Community Ambassadors

Community ambassadors (6 to 8) are appointed to the IBCC through recommendations by both steering committee members and working group members. They are serving as a community ambassador for a one-year term with the option to renew their term if they wish. Community ambassadors share their expertise, ideas, input, lived experiences, and wisdom to drive the key activities, duties, purpose, and strategies of the IBCC. Their voice, power, and ownership are incorporated as part of the decision-making processes during the steering committee and working group meetings. Community ambassadors receive a gift card or stipend for each meeting they participate in. Specific accommodations are available upon request for community ambassadors and are made directly to the backbone convener via email. Community ambassadors who do not renew their community ambassador service and term after one year serve as general members but no longer receive gift cards or stipends.

- General membership meetings | \$25 gift card or stipend
- Steering committee meetings | \$50 gift card or stipend
- Working group meetings | \$50 gift card or stipend

Participation and Selection

Stakeholder organizations can complete an online real-time interest form to join and participate in the IBCC. The interest form is managed by the backbone convener and is available on the IBCC public-facing website. Upon reviewing the submitted inquiries from the stakeholder organizations, the backbone convener follows up with the stakeholder organizations regarding the membership's next steps. This includes participating in an onboarding process facilitated by the backbone convener to

welcome all and any new members. Current stakeholder organizations who already opted into the IBCC as part of its co-development process can appoint one person from their respective stakeholder organization to participate in the IBCC. Stakeholder organizations may have more than one person from their entity participate in the IBCC. The backbone convener sends an official email invitation to the stakeholder organizations that already opted in to join the IBCC. On an ongoing basis, the backbone convener sends an official email invitation to potential stakeholder organizations asking them to join the IBCC through the completion of the interest form. The backbone conveners work with the COGs to engage incorporated cities in the IBCC. Membership inquiries and selection are accepted year-round.

Conflict of Interest

As part of the interest form, potential members are required to disclose if their respective stakeholder organization has any ISPs and elected officials serving in the capacity of governing board members, consultants, full-time or part-time employees, and/or volunteers. The backbone convener reviews each circumstance on a case-by-case basis to determine if there's a potential conflict of interest. Members with conflicts of interest may be asked and expected to not disclose any key IBCC activities to those entities.

Desired Qualifications, Commitment, and Expectations

- Passionate about driving digital equity and inclusion efforts regionally and in their respective communities and stakeholder organizations
- Represent the digital equity ecosystem or other intersecting ecosystems (e.g., climate equity, economic equity, education equity, health equity, racial equity, etc.)
- Have some level of decision-making capacity in their respective stakeholder organization and influence in the community
- Currently opted-in stakeholder organizations are required to participate in the Kickoff and Orientation meeting (one-time)
- New stakeholder organizations are required to participate in the Onboarding and Orientation meeting (monthly and ongoing)
- All active members are required to participate in 80 percent of scheduled meetings yearly
- All active members are expected to notify the backbone convener via email at least 24 hours before the meeting regarding their anticipated upcoming absence
- All active members are required to designate and send an alternate (if possible) in their absence from their respective stakeholder organization if they are unable to attend a meeting except for (e.g., community ambassadors, ISPs, and elected officials)
- All active members are required to join a working group except for general members (e.g., ISPs and elected officials)
- All active members are required to review emails and materials and provide input and feedback when requested
- Only active members can vote on IBCC matters except for general members (e.g., ISPs and elected officials)

| Meeting Type | Composition and Governance | Size Limit | Time Commitment |
|--------------------|---|---------------|-------------------|
| General membership | <ul style="list-style-type: none">• Backbone convener• Community ambassadors• Committee members• Facilitator• General members | No size limit | 90 to 120 minutes |

| | | | |
|--------------------|---|-------------------------|---|
| | <ul style="list-style-type: none"> • Steering committee members • Working group chairs • Working group members | | |
| Steering committee | <ul style="list-style-type: none"> • Backbone convener • Community ambassadors • Facilitator • Working group chairs | No more than 20 members | 90 to 120 minutes Additional hours may be required for tasks |
| Working groups | <ul style="list-style-type: none"> • Backbone convener • Community ambassadors • Committee members • Facilitator • Steering committee members • Working group chairs • Working group members | No more than 40 members | 60 to 75 minutes Additional hours may be required for tasks |

Resignation and Removal

Members may resign from participating in any IBCC activities and the entire IBCC at any given time. This requires notifying the backbone convener via email at least one week before their requested resignation date. Members are notified via email and during meetings by the backbone convener regarding new members who are joining the IBCC, transitioning members who are changing leadership roles within the IBCC, and members who are leaving the IBCC.

Members may be removed from participating in any IBCC activities and the entire IBCC if they are no longer able to align with the IBCC. Members may request for other members to be removed from the IBCC by writing the backbone convener via email and explaining their removal request. The backbone convener shares the member removal request with the appropriate working group chairs and then brings the matter to all members. Any removal of members requires a two-thirds majority vote of all members. Please note that differences in opinions and thoughts outside of the IBCC activities, duties, purpose, and strategies are generally not considered grounds for removing a member from the IBCC. If the resignation or removal of a member is in a leadership position, the backbone convener fills the vacancy through the appropriate selection process as outlined in the Charter.

COMMUNICATIONS, LOGISTICS & MANAGEMENT

Scheduling

The backbone convener develops and administers an online meeting availability form to all members and identifies the dates and times for all meetings. Upon receiving the meeting availability from the members, the backbone convener issues calendar invites that include the agenda, materials, and Zoom link.

Days, Format, Frequency, Length of Time, and Platform

All steering committee and working group meetings convene virtually using an online Zoom platform. General membership meetings also convene virtually using an online Zoom platform with an in-person meeting that occurs yearly. In-person meetings are held in different subregions and communities throughout Los Angeles County.

| Meeting Type | Frequency | Days | Length of Time | Format Platform |
|--------------------|----------------------------|------------------|-------------------|---|
| General membership | Every other month | To be determined | 90 to 120 minutes | Virtual and Zoom platforms In-person meeting (once a year) |
| Steering committee | Monthly | To be determined | 90 to 120 minutes | Virtual and Zoom platforms only |
| Working groups | Bi-monthly (twice a month) | To be determined | 60 to 75 minutes | Virtual and Zoom platforms only |

Community Agreements

The backbone convener and/or facilitator reviews a group of norms at the beginning of each meeting. These community agreements guide how all members collaborate and work together.

- Turn your camera on (if possible)
- Mute the microphone when you are not speaking
- Use the display feature to add your first, last, and organization name
- Use the raise hand feature to provide verbal remarks
- Use the chat feature to provide written remarks
- Take space, make space
- Respect the opinions of others
- Talk from your own experience and use "I" statements
- Acknowledge power dynamics and treat everyone equally
- Use inclusive, community-centered, and plain language

Content

All meetings are well organized and include key deliverables, expected outcomes, and a clear purpose. The content of the IBCC is set by the backbone convener and facilitator with input by the members as appropriate. Key content for meetings will include training opportunities, strategic planning efforts, technical assistance, and spotlighting a stakeholder organization's digital inclusion activities as a best practice to name a few.

Attendance and Quorum

At least 50 percent of attendance is required by members for steering committee and working group meetings for there to be a quorum. If there is no quorum, the meeting is either canceled and/or rescheduled by the backbone convener. There are no attendance and quorum requirements for general membership meetings.

Administration and Record-Keeping

The backbone convener sends calendar invites with the agenda, materials, and Zoom link before the meetings to all members. Both the backbone convener and facilitator take meeting minutes and notes during all meetings. Meeting minutes and notes are sent out to members at least 72 hours following the meetings. All documents (e.g., agendas, materials, minutes, notes, etc.) are tracked, saved, and stored on a drive that is only accessible to members.

Accessibility and Inclusivity

Accommodations (e.g., captioning, special fonts) and language access (e.g., interpretation and translation services) are available to members during meetings upon request. Specific accommodations and language access services requests are directed to the backbone convener via email at least one week before a meeting.

Deliverables

The backbone convener creates, manages, and updates key deliverables for the IBCC.

- Charter
- Convening schedule
- Drive for storing (e.g., agendas, minutes, materials, and resources)
- Email address and listserv
- Logo (e.g., branding and identity)
- Meeting agenda templates
- Meeting minutes and notes templates
- Online interest forms
- PowerPoint presentation templates
- Reporting templates
- Roles and responsibilities agreement
- Roster
- Survey forms
- Timeline with milestones

Communications

The IBCC has clear and easy to comprehend communications. The backbone convener manages key communications for the IBCC. Examples of communications include:

- Email and listserv communications
- Newsletter communications
- Online platform communications
- Website communications

REPORTING

The backbone convener develops and administers reports every quarter to the County Board, County staff, members, and supporters of the IBCC, and relevant key external stakeholder organizations that are not directly affiliated with the IBCC. The reports are shared via email and include updates on the IBCC's progress made on performance outputs and key indicators for success. The reports include baseline data and encompass the celebration of the IBCC's progress made toward short-term efforts and quick wins (e.g., implementation and outcomes achieved within six months to a year). Upon receiving Federal and State grant funding, the reports are modified to include long-term efforts and population level, and systems change wins (e.g., implementation and outcomes achieved within 3 to 5 years). The backbone convener works with the IBCC to compile and capture key notable successes to include in the reports.

INDUSTRY-INFORMED REFERENCES & SOURCES

- American Community Survey (ACS) 2022 5-Year Estimates
- City of Long Beach Office of Equity | Long Beach Equity Toolkit for City Leaders and Staff
- Collective Impact Forum | Collective Impact Readiness Assessment
- Collective Impact Forum | Collective Impact Terminology
- Collective Impact Forum | Moving from Vision to Implementation
- Collective Impact Forum | Tools for Steering Committees
- Collective Impact Forum | What is Collective Impact?
- Community Commons | The Spectrum of Community Engagement to Ownership
- County of Los Angeles Board of Supervisors Motion | Deeping the County's Commitment to Equitable Deployment of Enhanced Regional Broadband Infrastructure – Establishing an Intergovernmental Broadband Coordinating Committee (IBCC)
- FSG | The Water of Systems Change
- Government Alliance on Race & Equity (GARE) Racial Equity Toolkit Worksheet | An Opportunity to Operationalize Equity
- Mind Tools | The Role of a Facilitator
- National Digital Inclusion Alliance (NDIA) Definitions
- National Digital Inclusion Alliance (NDIA) Digital Inclusion Coalition Guidebook
- National Telecommunications and Information Administration (NTIA) | Internet for All Broadband 101 Presentation
- Race Forward | What is Racial Equity?
- ResearchGate | The Collaboration Continuum
- The Teagle Foundation | Collaboration Continuum



County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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MICHAEL OWH
Director

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May 13, 2024

To: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Michael Owh *(Signature)*
Director

QUARTERLY UPDATE – INVESTMENTS TO ACCELERATE DIGITAL EQUITY

On November 16, 2021, the Board of Supervisors (Board) approved a motion to invest in immediate- and longer-term efforts to facilitate affordable and reliable high-speed internet services to underserved communities impacted by the digital divide (Board Agenda Item 19). The motion designated the Internal Services Department (ISD) as the lead department responsible for coordinating the County's efforts on all community broadband infrastructure and residential service initiatives to close the digital divide. The motion also included several directives and instructed the ISD Director to report back to the Board with quarterly progress updates.

Attached for your review is the tenth quarterly update. As ISD moves into implementation for the Community Broadband Networks, this will be the final regular quarterly report. ISD will continue to provide quarterly reports related to the Intergovernmental Broadband Coordinating Committee.

If you have any questions, please contact me at (323) 267-2101.

MO:mo

Attachment

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Department of Public Works

**COUNTY OF LOS ANGELES
INTERNAL SERVICES DEPARTMENT
INVESTMENTS TO ACCELERATE DIGITAL EQUITY**

**QUARTERLY PROGRESS REPORT
February 2024**

On November 16, 2021, the Board of Supervisors (Board) approved a motion to invest in immediate and longer-term efforts to provide affordable and reliable high-speed internet services to underserved communities impacted by the digital divide.¹ As directed in the motion, the Internal Services Department (ISD) is providing quarterly progress reports.

Report History

ISD has submitted seven previous progress reports, which can be accessed via the following hyperlinks:

- [1st Quarterly Progress Report \(February 7, 2022\)](#)
- [2nd Quarterly Progress Report \(May 13, 2022\)](#)
- [3rd Quarterly Progress Report \(August 11, 2022\)](#)
- [4th Quarterly Progress Report \(November 10, 2022\)](#)
- [5th Quarterly Progress Report \(February 10, 2023\)](#)
- [6th Quarterly Progress Report \(May 11, 2023\)](#)
- [7th Quarterly Progress Report \(August 9, 2023\)](#)
- [8th Quarterly Progress Report \(November 8, 2023\)](#)
- [9th Quarterly Progress Report \(February 8, 2024\)](#)

Current Updates

| Directive #1: Establish the County's lead department. | |
|--|---------------|
| Directive | Status |
| a. Designate the Internal Services Department (ISD) as the lead department responsible for ensuring the County's efforts on all community broadband infrastructure and residential service initiatives to close the Digital Divide are coordinated and aligned under the County's Digital Divide Action Team, which is | Completed |

¹ Los Angeles County Board of Supervisors, [Statement of Proceedings for the Regular Meeting, November 16, 2021](#)

| | |
|--|--|
| comprised of representatives from all County Departments and the Chief Executive Officer's Chief Information Office (CIO). | |
|--|--|

| Directive #2: Conduct a Countywide campaign on financial subsidy programs. | |
|---|--|
| Directive | Status |
| a. Instruct the Chief Executive Office (CEO), in consultation with ISD, to identify funding for a countywide promotional campaign to inform and educate constituents about financial subsidy programs that will assist with the costs of computers and internet service. | Completed |
| b. Instruct ISD through the Delete The Divide initiative to coordinate the countywide promotional campaign and subsidy programs, specifically the Federal Emergency Broadband Benefit. Additionally, the campaign should encourage the participation of all County Departments and, as appropriate, collaborations with internet service providers, telecommunication companies, school districts, regional consortia, community-based organizations, non-profits, and ethnic and hyper-local media. Outreach must be conducted in the County's multiple threshold languages. | Completed <i>Phase 1: EBB promotion</i> Ongoing <i>Phase 2: ACP Promotion</i> |

2(b) Phase 2 Promotional Campaign: Affordable Connectivity Program

On January 11, 2024, the Federal Communications Commission (FCC) issued notice that funding for the Affordable Connectivity Program (ACP) was projected to run out in April 2024, unless Congress appropriates additional funding.² As Congress has not provided additional funding at the time of this report, ACP households may receive a partial ACP discount from their internet company in May 2024. Consequently, the FCC began taking steps to wind-down the ACP program, including:³

- No new ACP enrollments will be accepted after February 7, 2024.
- Households enrolled in ACP prior to February 7, 2024, will continue to receive program benefits until the funding ends.
- After funds expire, households will no longer receive ACP subsidies.
- Internet service providers are required to send three written notices to their ACP households beginning in January 2024.

² FCC Chairwoman Jessica Rosenworcel, [Letter to Congress, January 8, 2024](#)

³ [ACP Wind-Down Frequently Asked Questions](#)

- If Congress approves more funding for the ACP, the FCC will provide further guidance and instructions on how the ACP will proceed.

The FCC requires that internet service providers notify subscribers that the program is ending, impact on their bill, date when the last bill will include the ACP benefit, and the opportunity to change their service or opt-out of continuing service. Additionally, the Universal Service Administrative Company as the FCC's program administrator will provide notification to enrolled households.

On January 10, 2024, bicameral and bipartisan legislation, the Affordable Connectivity Program Extension Act of 2024, was introduced in the form of H.R. 6929⁴ and S. 3565⁵ to appropriate \$7 billion in additional funding. As of this report, these bills remain in each chamber's respective Appropriations Committees.

According to federal reports, 983,778 households in Los Angeles County were enrolled in the ACP program as of the last reporting on February 8, 2024.⁶ This reflects a 629,121 increase since the inception of ACP in December 2021 (354,657 previous enrollments were transitioned from the EBB to ACP). Los Angeles County continues to have the highest enrollment count among all counties in the nation and more enrollments than 45 states.

| Directive #3: Expand and/or enter into new agreements with the County's existing broadband and/or carrier agreements for public access and use. | |
|---|---------|
| Directive | Status |
| a. Instruct and authorize ISD to negotiate agreements with assistance from County Counsel and input from the CEO, with internet service providers and telecommunication companies and if the proposed agreement can be shown by ISD to be in the County's best interest, return to the Board for approval to execute new agreements or amend existing agreements. | Ongoing |

3(a) Negotiate Agreements with Internet Service Providers

ISD continues to receive interest from regional internet service providers and telecommunication companies willing to work with the County of Los Angeles to enhance broadband infrastructure. However, for business reasons, they have decided not to participate in the competitive solicitation process per Directive 4(b). These companies

⁴ Library of Congress, [H.R.6929 - 118th Congress \(2023-2024\): Affordable Connectivity Program Extension Act of 2024](#)

⁵ Library of Congress, [S.3565 - 118th Congress \(2023-2024\): Affordable Connectivity Program Extension Act of 2024](#)

⁶ Universal Service Administrative Co., [ACP Enrollment and Claims Tracker](#)

have presented fiber and wireless solutions to deliver low-cost, high-speed internet services to underserved communities ranging from no capital investments from the County to network lease options. As of the date of this report, ISD has not received formal proposals from any company or negotiated agreements.

| Directive #4: Provide options for internet solutions, including cost estimates and timeline, that meet the digital needs of our most vulnerable residents: affordability, sustainability, and connectivity to high-speed, quality service. | |
|--|-----------|
| Directive | Status |
| a. Authorize ISD to amend its agreement, as needed, with the contractor that assisted in the development of its report to the Board in response to Item 45G of the August 31, 2021, Agenda to perform additional analysis for the options identified in the aforementioned report and provide program development services for future solicitations. | Completed |
| b. Instruct ISD to administer a competitive solicitation to acquire a Managed Service Provider to coordinate and manage the implementation of the Community Broadband Network. The scope of work should include, but not be limited to, project management, infrastructure design, system integrations, performance requirements, equipment testing and maintenance, administration of resources, and customer support services. | Completed |

4(b) Solicitation for Managed Service Provider(s)

Since March 21, 2022, ISD has administered a Request for Statement of Qualifications (RFSQ) to establish a shortlist of companies deemed qualified to deliver Community Broadband Network (CBN) projects. The solicitation requires that respondents be able to provide high-speed, high quality broadband internet service to each subscriber residence using wireless technology, fiber or a combination of both. Only pre-qualified companies that sign a Master Agreement with the County are eligible to submit proposals for CBN work order solicitations.

Currently, there are 11 pre-qualified companies with signed Master Agreements: AT&T, Deloitte Consulting LLP, ICCN, Insight, Motorola, NetSync, Kajeet, Smartwave, T-Mobile, Charter Communications, and WeLink.

The RFSQ process is open-ended such that vendors can submit statements of qualifications at any time through September 13, 2027. Any vendor that submits a response to the RFSQ will be subject to the same requirements and evaluation process to determine whether or not it will be recommended for pre-qualification. This process is not an indication or assurance that any pre-qualified company will be selected as a Managed Service Provider.

Directive #4: Provide options for internet solutions, including cost estimates and timeline, that meet the digital needs of our most vulnerable residents: affordability, sustainability, and connectivity to high-speed, quality service.

| Directive | Status |
|---|-------------|
| c. Instruct ISD to administer a competitive solicitation and negotiate agreements for public-private partnerships to construct and configure the Community Broadband Network. | In Progress |

4(c) Solicitation for Public-Private Partnerships

The County intends to enter public-private partnerships for Managed Service Providers to deliver CBN projects within each of the five Supervisorial Districts. These projects will provide free and low-cost reliable high-speed internet in underserved communities where 20 percent or more of the households lack home internet service. The following is an update since the last report:

East Los Angeles/Boyle Heights

On April 25, 2024, ISD executed Community Broadband Network Services Work Order CBN-1 with WeLink Communications, Inc. (WeLink) to deploy and operate the CBN project in East Los Angeles/Boyle Heights. WeLink was the highest ranked pre-qualified proposer for this project area from the Work Order Solicitation released on January 24, 2023.

This CBN project area covers 25.52 square miles. Approximately 90,650 households are within this project area. An estimated 20,617 of these households have no home internet service. The annual median household income is \$46,659. The service area will include all or portions of East Los Angeles, Boyle Heights, Lincoln Heights, Montecito Heights, and El Sereno.

South Los Angeles

On April 25, 2024, ISD executed Community Broadband Network Services Work Order CBN-2 with WeLink to deploy and operate the CBN project in South Los Angeles. WeLink was the highest ranked pre-qualified proposer for this project area from the Work Order Solicitation released on January 24, 2023.

This CBN project area covers 43.67 square miles. Approximately 190,878 households are within this project area. An estimated 43,917 of these households have no home internet service. The annual median household income is \$41,131. The service area will include all or portions of Adams-Normandie, University Park, Historic South-Central, Exposition Park, Vermont Square, South Park, Central-Alameda, Chesterfield Square, Harvard Park, Vermont-Slauson, Florence, Florence-Firestone, Manchester Square,

Vermont Knolls, Gramercy Park, Westmont, Vermont Vista, Broadway-Manchester, Green Meadows, Watts, Athens, Willowbrook, and West Rancho Dominguez in Supervisorial District 2; and Walnut Park in Supervisorial District 4.

For both projects, WeLink is contracted to construct and then operate retail broadband internet service that meets the solicited requirements, including the offering of a low-cost plan to qualifying households, delivery of minimum broadband speeds to individual households, operation of the service with high reliability, and requirement to provide multilingual support and outreach.

WeLink will be offering a low-cost plan for \$25 per month for 500 Mbps download and 500 Mbps upload (500/500) internet service for qualifying households. This plan will allow multiple household members to use high-bandwidth applications at the same time without compromises. At the subscribers' option, they may upgrade to a low cost plan that doubles the base speed for \$35 per month (1000/1000) or quadruples the speed for \$45 per month (2000/2000). These prices are before any applicable affordability subsidies, such as the Affordable Connectivity Program (ACP) or a successor program if additional funding for ACP is not allocated.

WeLink will also offer residential market rate plans that do not require qualification and that begin at \$65 for 500/500. The company will offer a small business plan for qualifying local small businesses at \$100 per month for 2000/2000 service. Under the contract, WeLink's plan pricing cannot increase during the initial terms of the Work Orders, which are through September 13, 2027.

Information about these projects is available for public access on the Delete The Divide website: www.deletethedivide.org. The website includes a dynamic mapping feature allowing users to input a street address to determine if the location is within the project coverage area.

Construction for both projects is expected to begin in Summer 2024, with internet service rolling out beginning in Fall 2024. The infrastructure build-out is expected to be completed by the end of 2025. Major funding is provided by the American Rescue Plan Act. Also, funding for this project has been provided in part through a grant for Local Agency Technical Assistance from a program administered by the California Public Utilities Commission (CPUC).

ISD continues to explore options and to monitor developments in the other CBN areas under consideration, including the San Fernando Valley, Southeast Los Angeles, and the Antelope Valley. The Department is also awaiting the CPUC's decisions on pending regional grant applications for the SB156-created Federal Funding Account Last Mile broadband grant program. These decisions are expected by June 2024.

| Directive #4: Provide options for internet solutions, including cost estimates and timeline, that meet the digital needs of our most vulnerable residents: affordability, sustainability, and connectivity to high-speed, quality service. | |
|---|-------------|
| Directive | Status |
| d. Instruct CEO, in consultation with ISD and [Department of Public Works], to identify funding from Federal, State and/or County sources to support a five (5) year proof of concept model for a Community Broadband Network. Under the coordination of ISD, this pilot will utilize public-private partnerships and a Managed Service Provider for the deployment of a fully functional network of Citizen Broadband Radio Service and/or millimeter wave technologies to deliver reliable high-speed internet service to 12,500 households in digital divide target areas. | In Progress |

4(d) Funding Sources

On March 29, 2024, the National Telecommunications and Information Administration (NTIA) released the Notice of Funding Opportunity (NOFO) and Application Guidance for the State Digital Equity Capacity Grant Program.⁷ The State Digital Equity Capacity Grant Program is a \$1.44 billion formula grant program for States, U.S. territories, and tribal governments. It will fund an annual grant program for five years in support of digital equity projects and the implementation of statewide digital equity plans (SDEP). The California Department of Technology (CDT) received a tentative allocation of \$70.2 million to implement the California SDEP from the NTIA. Political subdivisions, agencies, or instrumentalities of the State, foundations, corporations, institutions, associations, and community anchor institutions that are non-for-profit and not are schools may be eligible entities for subgrant opportunities. CDT plans to distribute those funds through grant opportunities in Spring 2025 to implement key strategies from the California SDEP. Through the Countywide Intergovernmental Broadband Coordinating Committee (IBCC), the Director of Digital Equity is collaborating and partnering with IBCC members to apply and secure Federal and State digital equity grant program funding opportunities including this one.

| Directive #4: Provide options for internet solutions, including cost estimates and timeline, that meet the digital needs of our most vulnerable residents: affordability, sustainability, and connectivity to high-speed, quality service. | |
|---|------------------------|
| Directive | Status |
| e. Delegate authority to the CEO to hire a consultant to conduct a | Completed ⁸ |

⁷ [State Digital Equity Capacity Grant Program](#)

⁸ County of Los Angeles, Chief Executive Office, [Broadband Feasibility Study](#)

financial and technical feasibility study for a County-administered municipal broadband service. The study should assess capital costs and consumer pricing models that will enable reliable high-speed internet access for households in digital divide target areas. The study should also consider existing County assets and licensing agreements as well as the utilization of public and private fiber optic and wireless network infrastructures that can be included in the County-administered strategy.

Additional Updates

Laptop Giveaways

The [Delete The Divide Initiative](#) is administered by ISD and has distributed more than 3,100 free laptops to constituents in need throughout Los Angeles County. Recipients have included low-income families, students, transitional age youth, seniors, veterans, people experiencing homelessness, and persons with disabilities. A constituent must complete a needs assessment form and only one free laptop is provided per household. In special cases, laptops have been given to established community-based organizations in underserved communities that host computer centers for local residents to obtain training, apply for jobs online, and access public support services. 1,500 laptops have been purchased this fiscal year with funding from the American Rescue Plan Act, and an additional 6,000 laptops will be purchased and distributed next fiscal year with ARPA funding.

Digital Literacy

The Delete The Divide Initiative recently launched Learn Basic Tech (LBT), a digital literacy education program, made possible by a grant from the Federal Communications Commission. LBT is an initiative to increase knowledge and exposure to technology and provide the skills necessary to navigate a world where everything from education to healthcare is done through digital portals. Participants will learn how to leverage technology to make their daily lives easier, how to navigate technology safely, and simple use of augmented reality/artificial intelligence.

LBT consists of in-person, classroom and online learning. With a goal of educating at least 7,500 Los Angeles County residents, LBT is partnering with community colleges, private partners, and Community Based Organizations to reach the communities that are most in need of these skills.

Intergovernmental Broadband Coordinating Committee (IBCC) First Quarterly Report**Overview**

On September 13, 2022, the County Board directed the Director of Digital Equity to establish the IBCC and guided the scope and goals of the IBCC including, but not limited to, proposing member jurisdictions and stakeholder engagement. The IBCC was first convened in March 2024 and is a regional collective body of more than 60 multidisciplinary stakeholder organizations and community members collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide in all of Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its members including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the backbone convener of the IBCC. See the current IBCC membership roster below. The Director of Digital Equity is in the process of collaborating with IBCC members to recruit community members to serve as community ambassadors on the IBCC. The work of the IBCC is guided by the IBCC Charter, which was created by the Director of Digital Equity based on input from subject-matter experts and stakeholder interviews.

| Stakeholder Organization Name | Type of Organization |
|---|--|
| 1. Advancio | Technology company |
| 2. Alliance for a Better Community | Community-based organization |
| 3. California Emerging Technology Fund | Digital equity non-profit organization |
| 4. California State University, Dominguez Hills | Higher education institution |
| 5. California State University, Northridge | Higher education institution |
| 6. City of Arcadia | Local government entity |
| 7. City of Artesia | Local government entity |
| 8. City of Bell | Local government entity |
| 9. City of Bell Gardens | Local government entity |
| 10. City of Burbank | Local government entity |
| 11. City of Carson | Local government entity |
| 12. City of Claremont | Local government entity |
| 13. City of Culver City | Local government entity |

| | |
|---|---|
| 14. City of Downey | Local government entity |
| 15. City of Duarte | Local government entity |
| 16. City of El Monte | Local government entity |
| 17. City of Inglewood | Local government entity |
| 18. City of Lancaster | Local government entity |
| 19. City of Long Beach | Local government entity |
| 20. City of Los Angeles | Local government entity |
| 21. City of Lynwood | Local government entity |
| 22. City of Maywood | Local government entity |
| 23. City of Monterey Park | Local government entity |
| 24. City of Palmdale | Local government entity |
| 25. City of Paramount | Local government entity |
| 26. City of Pasadena | Local government entity |
| 27. City of Pico Rivera | Local government entity |
| 28. City of Pomona | Local government entity |
| 29. City of Rosemead | Local government entity |
| 30. City of San Fernando | Local government entity |
| 31. City of San Gabriel | Local government entity |
| 32. City of Santa Monica | Local government entity |
| 33. City of Signal Hill | Local government entity |
| 34. City of South El Monte | Local government entity |
| 35. City of Walnut | Local government entity |
| 36. City of West Hollywood | Local government entity |
| 37. Community Clinic Association of LA County | Healthcare non-profit organization |
| 38. Destination Crenshaw | Community-based organization |
| 39. Digital Equity LA | Digital equity coalition |
| 40. Easterseals Southern California | Non-profit organization |
| 41. Employ California | Economic and workforce development organization |
| 42. EveryoneOn | Digital equity non-profit organization |
| 43. Fiber Up My Neighborhood | Advocacy organization |
| 44. Gateway Cities Council of Governments | Council of government |
| 45. Human-I-T | Digital equity non-profit organization |
| 46. Los Angeles County Regional Planning | County department |
| 47. Los Angeles County Development | County-related agency |

| Authority | |
|--|---|
| 48. Los Angeles County Library | County department |
| 49. Los Angeles County Metropolitan Transportation Authority | County-related agency |
| 50. Los Angeles County Office of Education | County-related agency |
| 51. Los Angeles Digital Equity Action League | Regional broadband consortium |
| 52. Lynwood Unified School District | K-12 education institution |
| 53. PATH | Non-profit organization |
| 54. San Gabriel Valley Council of Governments | Council of government |
| 55. South Bay Cities Council of Governments | Council of government |
| 56. South Bay Workforce Investment Board | Economic and workforce development organization |
| 57. Southeast Community Development Corporation | Community-based organization |
| 58. Southern California Association of Governments | Council of government |
| 59. Southern California Library Cooperative | Joint powers authority |
| 60. United Ways California | Non-profit organization |
| 61. Valley Economic Alliance | Economic and workforce development organization |

County Operations Cluster Meeting and Presentation

On March 27, 2024, the Director of Digital Equity presented at the County Operations Cluster Meeting (Meeting) and provided an update on the IBCC and its Charter. Following the presentation, the Director of Digital Equity received unanimous praise, support, and approval from the County Board of Supervisors Deputies. Several stakeholder organizations attended the Meeting in person and virtually to show support for the adoption and approval of the IBCC and its Charter. These stakeholder organizations included the following entities below.

- City of Palmdale
- EveryoneOn
- Human-I-T
- San Gabriel Valley Council of Governments

Key next steps include presenting the IBCC Charter to the IBCC voting members for adoption.

IBCC Kickoff and Orientation Meeting

The Director of Digital Equity organized, planned, and implemented a virtual IBCC Kickoff and Orientation Meeting (Meeting) on April 9, 2024. The purpose of this Meeting was to share more information regarding the IBCC, its Charter, and what all new and incoming members can expect during the 2024 calendar year and subsequent years about key activities within the general membership, steering committee, and working group convenings and meetings. More than 80 individuals attended the Meeting.

IBCC General Membership Meeting and Training

The Director of Digital Equity organized, planned, and implemented the virtual IBCC General Membership Meeting and Training (Meeting) on April 23, 2024. Two trainings were provided during this Meeting. The Digital Inclusion 101 Training learning objective was to increase the knowledge and understanding of key digital equity and inclusion basics, concepts, foundations, and principles for members. Additionally, the Countywide Collaborative Grant Applications and Proposals Strategy Training learning objective was to increase the knowledge and understanding of the County's approach, best practices, resources, and tools for pursuing, securing, and implementing Federal and State digital equity grant funding opportunities for members. More than 90 individuals attended the Meeting. Subsequent Meetings occur every other month and focus on broadband internet and digital equity-related training topics. Members can propose additional training topics and presenters to the Director of Digital Equity via email.

IBCC Working Group Meetings

The Director of Digital Equity is in the process of organizing, planning, and implementing the IBCC Working Group Meetings that will kick off in May 2024. Members of the IBCC Working Groups represent a small action group with similar interests where they work collaboratively on specific Federal and State grant program projects, strategies, and tasks within a given timeframe. There are six (6) standing IBCC Working Groups and one (1) Adhoc IBCC Working Group that convene monthly and receive technical assistance for pursuing, securing, and implementing Federal and State broadband and digital equity grant program funding opportunities. See the various IBCC Working Groups below. In May 2024, the IBCC Working Groups will co-create the grant program foundations.

- Regional Community Partners Working Group
- East Los Angeles and San Gabriel Valley Subregion Working Group
- South Bay Subregion Working Group
- Southeast Los Angeles Subregion Working Group
- South Los Angeles Subregion Working Group
- North and West Los Angeles Subregion Working Group
- Regional Broadband Infrastructure Working Group (Adhoc)

IBCC Broadband Equity, Access, and Deployment (BEAD) Program Regional Challenge Process Workshops

The Director of Digital Equity is co-hosting two Workshops in collaboration with the California Community Foundation (CCF) Digital Equity LA Initiative (DELA) and the Los Angeles Digital Equity Action League (LA DEAL) on Tuesday, May 14 and Tuesday, May 21 for the Broadband Equity, Access, and Deployment (BEAD) Program Challenge Process. For context, the BEAD Program provides \$42.45 billion nationwide to expand high-speed internet access by funding planning, infrastructure deployment, and adoption programs across the country. The California Public Utilities Commission (CPUC) was allocated approximately \$1.86 billion in grant program funding from the Federal government. The purpose of these Workshops is to encourage and prepare local government entities and non-profit organizations to review the FCC National Broadband Map and submit proof through a challenge process to update the service status (e.g., from unserved to underserved, from served to unserved, etc.) of any individual location or group of locations once the statewide Challenge Process has begun. Members of the IBCC will be encouraged to attend and participate in one of the Workshops and submit challenges to the CPUC. The goal is to ensure that more locations throughout Los Angeles County become eligible to apply, receive, and deploy BEAD Program funding.

IBCC Steering Committee Meetings

The Director of Digital Equity is in the process of organizing, planning, and implementing the IBCC Steering Committee Meetings that will launch in June 2024 upon selecting and hiring a third-party facilitator through the County's competitive Request for Proposals (RFP) process. Members of the IBCC Steering Committee represent a small diverse group of stakeholder organizations who serve as the advisory leadership team for the IBCC by providing strategic guidance, leadership, and oversight to help align and champion committee efforts with community-centered efforts. The IBCC Steering Committee convenes monthly where members engage in a strategic planning process that defines the IBCC's direction and strategy. This includes co-creating strategic planning tiers and co-sharing their respective IBCC Working Group's key activities, tasks, and updates.

IBCC Performance Outputs and Indicators for Success Reporting

Meeting Performance

| Meeting Type | Meeting Frequency | Meeting Format | Meeting Length of Time |
|---------------------------------|--------------------------|-----------------------|-------------------------------|
| Kickoff and Orientation Meeting | Once | Virtual | 2 hours (120 minutes) |
| General Membership Meeting | Every other month | Virtual | 2 hours (120 minutes) |

Membership Performance | IBCC Kickoff and Orientation Meeting (April 9, 2024)

Please note that some stakeholder organizations listed below are not official members of the IBCC.

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|---|--|--|
| Advancio | Technology company | 1 |
| Alliance for a Better Community | Community-based organization | 1 |
| California Emerging Technology Fund | Digital equity non-profit organization | 1 |
| California State University, Dominguez Hills | Higher education institution | 6 |
| City of Arcadia | Local government entity | 1 |
| City of Artesia | Local government entity | 1 |
| City of Bell | Local government entity | 2 |
| City of Bell Gardens | Local government entity | 3 |
| City of Burbank | Local government entity | 1 |
| City of Carson | Local government entity | 2 |
| City of Cerritos | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of El Monte | Local government entity | 1 |
| City of Long Beach | Local government entity | 1 |
| City of Los Angeles | Local government entity | 3 |
| City of Maywood | Local government entity | 2 |
| City of Palmdale | Local government entity | 3 |
| City of Pasadena | Local government entity | 1 |
| City of Rosemead | Local government entity | 2 |
| City of San Fernando | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| County of Los Angeles Internal Services | County department | 8 |
| County of Los Angeles Justice, Care and Opportunities | County department | 1 |
| County of Los Angeles Regional Planning | County department | 2 |

| | | |
|--|---|-----------------------|
| Digital Equity LA | Digital equity coalition | 1 |
| East LA Community Corporation | Economic and workforce development organization | 2 |
| Easterseals Southern California | Non-profit organization | 2 |
| Employ California | Economic and workforce development organization | 1 |
| EveryoneOn | Digital equity non-profit organization | 1 |
| Harbor-UCLA Medical Center | Healthcare organization | 1 |
| Human-I-T | Digital equity non-profit organization | 3 |
| Los Angeles County Development Authority | County-related agency | 2 |
| Los Angeles County Metropolitan Transportation Authority | County-related agency | 1 |
| Los Angeles County Office of Education | County-related agency | 1 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 4 |
| Lynwood Unified School District | K-12 education institution | 2 |
| PATH | Non-profit organization | 1 |
| San Gabriel Valley Council of Governments | Council of government | 3 |
| South Bay Cities Council of Governments | Council of government | 2 |
| South Bay Workforce Investment Board | Economic and workforce development organization | 2 |
| Southeast Community Development Corporation | Community-based organization | 1 |
| Southern California Association of Governments | Council of government | 3 |
| Southern California Library Cooperative | Joint powers authority | 1 |
| The Utility Reform Network | Non-profit organization | 1 |
| United Ways of California | Non-profit organization | 1 |
| Total | | 85 individuals |

Membership Performance | IBCC General Membership Meeting and Training (April 23, 2024)

Please note that some stakeholder organizations listed below are not official members of the IBCC.

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|--|--|--|
| Advacio | Technology company | 1 |
| Alliance for a Better Community | Community-based organization | 1 |
| California Black Women's Collective | Non-profit organization | 1 |
| California Emerging Technology Fund | Digital equity non-profit organization | 2 |
| California State University, Dominguez Hills | Higher education institution | 6 |
| Carlson Consulting | For profit entity | 1 |
| City of Alhambra | Local government entity | 1 |
| City of Arcadia | Local government entity | 1 |
| City of Artesia | Local government entity | 1 |
| City of Bell | Local government entity | 2 |
| City of Bell Gardens | Local government entity | 2 |
| City of Burbank | Local government entity | 2 |
| City of Carson | Local government entity | 2 |
| City of Claremont | Local government entity | 2 |
| City of Culver City | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 2 |
| City of El Monte | Local government entity | 1 |
| City of Inglewood | Local government entity | 1 |
| City of La Puente | Local government entity | 1 |
| City of Lancaster | Local government entity | 1 |
| City of Long Beach | Local government entity | 1 |
| City of Los Angeles | Local government entity | 2 |
| City of Lynwood | Local government entity | 1 |
| City of Maywood | Local government entity | 1 |
| City of Monterey Park | Local government entity | 1 |
| City of Palmdale | Local government entity | 2 |
| City of Pico Rivera | Local government entity | 1 |
| City of Pomona | Local government entity | 1 |
| City of Rosemead | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |

| | | |
|--|---|---|
| City of Santa Monica | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 1 |
| City of Walnut | Local government entity | 1 |
| City of West Hollywood | Local government entity | 1 |
| County of Los Angeles Aging and Disabilities | County department | 1 |
| County of Los Angeles Internal Services | County department | 7 |
| County of Los Angeles Public Health | County department | 1 |
| County of Los Angeles Regional Planning | County department | 1 |
| Destination Crenshaw | Community-based organization | 1 |
| Digital Equity LA | Digital equity coalition | 2 |
| Easterseals Southern California | Non-profit organization | 1 |
| Fiber Up My Neighborhood | Advocacy organization | 1 |
| Front Porch Center for Innovation and Wellbeing | Non-profit organization | 1 |
| Global Urban Strategies, Inc | For profit entity | 2 |
| Human-I-T | Digital equity non-profit organization | 1 |
| Los Angeles County Development Authority | County-related agency | 2 |
| Los Angeles County Metropolitan Transportation Authority | County-related agency | 1 |
| Los Angeles County Office of Education | County-related agency | 2 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 2 |
| Los Angeles Public Library | Public library | 2 |
| Lynwood Unified School District | K-12 education institution | 1 |
| Mexican American Opportunity Foundation | Community-based organization | 1 |
| National Digital Inclusion Alliance | Digital equity non-profit organization | 2 |
| PATH | Non-profit organization | 1 |
| San Gabriel Valley Council of Governments | Council of government | 1 |
| South Bay Cities Council of Governments | Council of government | 3 |
| South Bay Workforce Investment Board | Economic and workforce development organization | 1 |
| Southeast Community Development Corporation | Community-based organization | 1 |

| | | |
|--|-------------------------|-----------------------|
| Southern California Association of Governments | Council of government | 1 |
| United Ways of California | Non-profit organization | 1 |
| Two individuals whose stakeholder organization names were unidentifiable | | 2 |
| Total | | 93 individuals |



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Speed. Reliability. Value.

August 12, 2024

To: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (IBCC)

Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the Countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee of more than 60 multidisciplinary stakeholder organizations and community members collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide in all Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its members including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the backbone convener of the IBCC. The work of the IBCC is guided by a Charter, created by the Director of Digital Equity based on input from subject-matter experts and stakeholder interviews. On March 27, 2024, the Director of Digital Equity presented at the County Operations Cluster Meeting (Meeting) and provided an update on the IBCC and its Charter. Following the Meeting presentation, the Director of Digital Equity received unanimous praise, support, and approval from the County Board Deputies.

IBCC Digital Equity Competitive Grant Program Federal Funding Opportunity

The Director of Digital Equity is working closely with IBCC members to actively pursue [Digital Equity Competitive Grant Program](#) (Competitive Grant Program) funding.

The Competitive Grant Program is one of three Digital Equity Act of 2021 (DEA) programs established by the Infrastructure Investment and Jobs Act of 2021 (IIJA). It's a \$1.25 billion program that allocates Federal funding to advance digital equity, promote digital inclusion activities, and spur greater adoption and use of broadband internet with the statutory [covered populations](#). The County will serve as the primary applicant for the Competitive Grant Program application and will partner with more than 45 IBCC member organizations that will serve as subrecipients to the County and ensure that Los Angeles County residents who are disproportionately impacted by the digital divide have equitable access to and use of digital inclusion resources and services to thrive in day-to-day activities. These IBCC member organizations represent Countywide community-based organizations (CBOs), Councils of Governments (COGs), County-related agencies, higher education institutions, local government entities, non-profit organizations, and school districts. Key digital inclusion activities for Federal funding consideration include administering:

- Artificial intelligence (AI) literacy and skills training efforts
- Affordable and reliable broadband internet service adoption efforts
- Digital literacy and skills training efforts
- Digital navigation support services efforts
- Hardware and software technical support services efforts
- Internet-enabled device distribution efforts
- Public access computer and digital equity services center efforts
- Workforce development services efforts

The Competitive Grant Program [Notice of Funding Opportunity](#) (NOFO) launched on July 24, 2024, and the application is due September 23, 2024. In preparation for the anticipated NOFO release, the Director of Digital Equity has been planning, organizing, and implementing Countywide IBCC Working Group Meetings (Working Group Meetings) to develop proof of concepts and co-create key grant program deliverables for the Competitive Grant Program.

IBCC Working Group Meetings

The Director of Digital Equity officially kicked off the convening of the Working Group Meetings in May 2024. Members of the Working Groups represent a small action group with similar interests where they work collaboratively on specific Federal and State grant program projects, strategies, and tasks within a given timeframe. The Working Group Meetings convene monthly and receive technical assistance to pursue, secure, and implement Federal and State digital equity grant program funding opportunities. During the May/June 2024 IBCC Working Group Meetings, the IBCC members engaged in collaborative brainstorming conversations to co-create grant program foundational deliverables. These grant program foundational deliverables include:

- Background statement
- Digital inclusion activities list

- Narrative statement
- Needs assessment
- Outreach communities list
- Outreach geographic areas list

The July/August 2024 Working Group Meetings included collaborative brainstorming conversations to co-create grant program strategic planning, implementation, monitoring, and evaluation deliverables. These grant program strategic planning, implementation, monitoring, and evaluation deliverables include:

- Data collection tools
- Data collection frequencies
- Data equity indicators
- Data outcomes
- Data outputs
- Digital equity barriers to be addressed
- Deliverables
- Goals (high-level)
- Plans with milestones

The Director of Digital Equity prepared high-level draft versions of the deliverables via proof of concepts in preparation for the Meetings and the IBCC members co-developed and co-refined the deliverables and proof of concepts following the Working Group Meetings. The August/September 2024 Working Group Meetings will focus on the co-creation of grant program itemized budget deliverables.

IBCC General Membership Meetings and Trainings

The Director of Digital Equity is organizing, planning, and implementing IBCC General Membership Meetings and Trainings (General Membership Meetings) bi-monthly (every other month). The purpose of the General Membership Meetings is to provide ongoing training opportunities for IBCC members to promote a strong stakeholder organization network, share resources, strengthen grant programming, and elevate skills needed for effective development, implementation, and management of Federal and State grant programming activities.

A Low-Cost Internet Service Offers and Plans Training was provided for the June 2024 General Membership Meeting. The objective was to increase the knowledge and understanding of local low-cost internet service offers, plans, and tools for IBCC members. The desired outcome was to ensure that IBCC members have knowledge and understanding of local low-cost internet service offers, plans, and tools to promote and enroll eligible households as part of DEA grant program funding opportunities. This General Membership Meeting included presentations from two digital equity non-profit organizations [EveryoneOn](#) and [Human-I-T](#) who shared insightful information, resources,

and tools to support IBCC members with promoting and enrolling eligible households in local low-cost internet service offers with the official end of the Federal [Affordable Connectivity Program \(ACP\)](#).

The Director of Digital Equity is currently organizing a 2024 Digital Inclusion Week (DIW) Campaigns Training for the August 2024 General Membership Meeting. The objective is to increase the knowledge and understanding of developing and implementing a successful 2024 DIW Campaign for IBCC members. The desired outcome is to ensure that IBCC members have the best practices, resources, and tools to develop and implement successful 2024 DIW Campaigns and promote digital inclusion in their respective cities and communities. The Director of Digital Equity has confirmed the current Co-Chair of the 2024 National DIW Planning Committee and City staff from the City of Long Beach for the upcoming August 2024 General Membership Meeting.

IBCC Steering Committee Meetings

The Director of Digital Equity is in the process of organizing, planning, and implementing the IBCC Steering Committee Meetings (Steering Committee Meetings) that will launch in the last quarter of 2024. Members of the Steering Committee represent a small diverse group of stakeholder organizations who serve as the advisory leadership team for the IBCC by providing strategic guidance, leadership, and oversight to help align and champion committee efforts with community-centered efforts. The Steering Committee Meetings convene monthly where members engage in a strategic planning process that defines the IBCC's direction and strategy. This includes co-creating strategic planning tiers and co-sharing their respective Working Group's key activities, tasks, and updates. IBCC Members nominated and self-nominated IBCC Members during the July/August 2024 Working Group Meetings to serve as the Working Group Chair. Working Group Chairs are a small diverse group that leads their respective Working Groups and participate in the Steering Committee Meetings. Official voting of Working Group Chairs will occur during the August/September 2024 Working Group Meetings.

IBCC Broadband Equity, Access, and Deployment (BEAD) Program Regional Challenge Process Workshops

In May 2024, the Director of Digital Equity co-hosted two IBCC [Broadband Equity, Access, and Deployment \(BEAD\) Program](#) Regional Challenge Process Workshops (BEAD Program Workshops) in collaboration with the [California Community Foundation \(CCF\) Digital Equity LA Initiative \(DELA\)](#) and the [Los Angeles Digital Equity Action League \(LA DEAL\)](#). The BEAD Program provides \$42.45 billion nationwide to expand high-speed internet access by funding planning, infrastructure deployment, and adoption programs across the country. The [California Public Utilities Commission \(CPUC\)](#) was allocated approximately \$1.86 billion in grant program funding from the Federal government. The purpose of the BEAD Program Workshops was to encourage participation and prepare local government entities and non-profit organizations across

Los Angeles County for the BEAD Program Regional Challenge Process. The BEAD Program Challenge Process enables eligible entities to review the [California BEAD Program Challenge Map](#) and submit proof through a challenge process to update the service status (e.g., from unserved to underserved, from served to unserved, etc.) of any individual location or group of locations once the [California BEAD Program Challenge Process](#) has begun. Additionally, the goal was to ensure that more locations throughout Los Angeles County become eligible to apply, receive, and deploy BEAD Program funding. More than 120 attendees participated in the first BEAD Program Workshop and more than 80 attendees participated in the second BEAD Program Workshop. The [California BEAD Program Regional Challenge Process](#) officially launched on July 8, 2024, and ended on August 6, 2024.

IBCC Performance Outputs and Indicators for Success Reporting

Type of Meeting Performance

| Meeting Type | Meeting Frequency | Meeting Format | Meeting Length of Time |
|---|--------------------------------|-----------------------|-------------------------------|
| General Membership Meetings and Trainings | Bi-monthly (every other month) | Virtual | 1.5 hours (90 minutes) |
| Working Group Meetings | Monthly | Virtual | 2 hours (120 minutes) |

May/June 2024 IBCC Working Group Meetings Meeting Performance

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|--|------------------------------------|---|
| Advancio | Technology company | 1 |
| Alliance for a Better Community (ABC) | Community-based organization (CBO) | 1 |
| California State University, Dominguez Hills (CSUDH) | Higher education institution | 4 |
| California State University, Northridge (CSUN) | Higher education institution | 1 |
| City of Artesia | Local government entity | 1 |
| City of Bell Gardens | Local government entity | 2 |
| City of Burbank | Local government entity | 1 |
| City of Carson | Local government entity | 2 |
| City of Downey | Local government entity | 1 |

| | | |
|--|-------------------------------|---|
| City of Duarte | Local government entity | 1 |
| City of Inglewood | Local government entity | 1 |
| City of Long Beach | Local government entity | 1 |
| City of Lynwood | Local government entity | 1 |
| City of Maywood | Local government entity | 1 |
| City of Monterey Park | Local government entity | 1 |
| City of Palmdale | Local government entity | 2 |
| City of Pico Rivera | Local government entity | 1 |
| City of Pomona | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |
| City of South El Monte | Local government entity | 1 |
| City of West Hollywood | Local government entity | 1 |
| County of Los Angeles | County government entity | 9 |
| County of Los Angeles Regional Planning | County government entity | 1 |
| Digital Equity Los Angeles (DELA) | Digital equity coalition | 2 |
| EveryoneOn | Non-profit organization | 1 |
| Fiber Up My Neighborhood | For-profit entity | 1 |
| Gateway Cities Council of Governments (GCCOG) | Council of Government (COG) | 2 |
| HR&A Advisors Inc. | IBCC Facilitator | 2 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority (LACDA) | County-related agency | 1 |
| Los Angeles County Library | County government entity | 1 |
| Los Angeles County Office of Education (LACOE) | County-related agency | 1 |
| Los Angeles Digital Equity Action League (LA DEAL) | Regional broadband consortium | 4 |
| Los Angeles Homeless Services Authority (LAHSA) | Non-profit organization | 1 |
| Lynwood Unified School District | School district | 1 |
| Ngozichukwu Mordi Consulting | Broadband consulting firm | 1 |
| San Gabriel Valley Council of Governments (SGVCOG) | Council of Government (COG) | 1 |
| South Bay Cities Council of Governments (SBCCOG) | Council of Government (COG) | 2 |
| Southeast Community Development Corporation (SCDC) | Non-profit organization | 1 |
| Southern California Library Cooperative (SCLC) | Non-profit organization | 1 |
| United Ways of California | Non-profit organization | 1 |

| | | |
|--------------------------|-------------------------|-----------|
| Valley Economic Alliance | Non-profit organization | 1 |
| Total Attendees: | | 63 |

July/August 2024 IBCC Working Group Meetings Meeting Performance

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organizations |
|---|------------------------------------|---|
| Alliance for a Better Community (ABC) | Community-based organization (CBO) | 1 |
| California State University, Dominguez Hills (CSUDH) | Higher education institution | 2 |
| City of Artesia | Local government entity | 1 |
| City of Bell | Local government entity | 1 |
| City of Bell Gardens | Local government entity | 1 |
| City of Carson | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of El Monte | Local government entity | 1 |
| City of Long Beach | Local government entity | 2 |
| City of Los Angeles | Local government entity | 4 |
| City of Maywood | Local government entity | 1 |
| City of Pasadena | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 2 |
| Community Clinic Association of Los Angeles County (CCALAC) | Non-profit organization | 1 |
| County of Los Angeles | County government entity | 5 |
| Digital Equity Los Angeles (DELA) | Digital equity coalition | 1 |
| EveryoneOn | Non-profit organization | 1 |
| Fiber Up My Neighborhood | For-profit entity | 1 |
| Gateway Cities Council of Governments (GCCOG) | Council of Government (COG) | 2 |
| Gladeo | Non-profit organization | 1 |
| Housing Authority of the City of Los Angeles (HACLA) | Public housing entity | 1 |
| HR&A Advisors Inc. | IBCC Facilitator | 10 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority (LACDA) | County-related agency | 1 |

| | | |
|---|---|-----------|
| Los Angeles County Library | County government entity | 1 |
| Los Angeles Digital Equity Action League (LA DEAL) | Regional broadband consortium | 4 |
| Los Angeles Public Library (LAPL) | Public library entity | 2 |
| Lynwood Unified School District | School district | 1 |
| Ngozichukwu Mordi Consulting | Broadband consulting firm | 1 |
| San Gabriel Valley Council of Governments (SGVCOG) | Council of Government (COG) | 1 |
| South Bay Cities Council of Governments (SBCCOG) | Council of Government (COG) | 3 |
| Southeast Community Development Corporation (SCDC) | Non-profit organization | 1 |
| Southern California Association of Governments (SCAG) | Transportation joint powers authority (JPA) | 1 |
| United Ways of California | Non-profit organization | 1 |
| Total Attendees: | | 63 |

June 2024 IBCC General Membership Meeting and Training

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organizations |
|--|------------------------------|---|
| California State University, Dominguez Hills (CSUDH) | Higher education institution | 4 |
| City of Bell | Local government entity | 3 |
| City of Bell Gardens | Local government entity | 1 |
| City of Burbank | Local government entity | 1 |
| City of Carson | Local government entity | 2 |
| City of Claremont | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 2 |
| City of El Monte | Local government entity | 1 |
| City of Inglewood | Local government entity | 1 |
| City of Long Beach | Local government entity | 2 |
| City of Los Angeles | Local government entity | 3 |
| City of Lynwood | Local government entity | 1 |
| City of Maywood | Local government entity | 1 |
| City of Palmdale | Local government entity | 1 |
| City of Pasadena | Local government entity | 2 |
| City of Pico Rivera | Local government entity | 1 |
| City of Pomona | Local government entity | 1 |

| | | |
|---|---|-----------|
| City of San Fernando | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 1 |
| City of West Hollywood | Local government entity | 1 |
| Community Clinic Association of Los Angeles County (CCALAC) | Non-profit organization | 1 |
| County of Los Angeles | County government entity | 3 |
| Digital Equity Los Angeles (DELA) | Digital equity coalition | 1 |
| EveryoneOn | Non-profit organization | 1 |
| Gladeo | Non-profit organization | 1 |
| Housing Authority of the City of Los Angeles (HACLA) | Public housing entity | 1 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority (LACDA) | County-related agency | 1 |
| Los Angeles Digital Equity Action League (LA DEAL) | Regional broadband consortium | 2 |
| Los Angeles Homeless Services Authority (LAHSA) | Non-profit organization | 1 |
| Los Angeles Public Library (LAPL) | Public library entity | 1 |
| San Gabriel Valley Council of Governments (SGVCOG) | Council of Government (COG) | 1 |
| South Bay Cities Council of Governments (SBCCOG) | Council of Government (COG) | 1 |
| Southeast Community Development Corporation (SCDC) | Non-profit organization | 1 |
| Southern California Association of Governments (SCAG) | Transportation joint powers authority (JPA) | 2 |
| Youth Build Charter School | Non-profit organization | 1 |
| Unknown Stakeholder Organization Name | | 2 |
| Total Attendees: | | 56 |

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov, or your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

c: Executive Office, Board of Supervisors
 Chief Executive Office
 County Counsel



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Speed. Reliability. Value.

November 8, 2024

To: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (IBCC)

IBCC Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee of more than 60 multidisciplinary member organizations and community members collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide in all of Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its member organizations, including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information, and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the backbone convener of the IBCC. The work of the IBCC is guided by its Charter that County Board Deputies approved in March 2024.

IBCC 2024 Key Accomplishments

- Outreached, engaged, and recruited more than 60 stakeholder organizations to join the IBCC by April 2024
- Organized, implemented, and facilitated the Kickoff and Orientation Meeting that educated incoming and new IBCC member organizations about the IBCC and had more than 80 participants in attendance
- Collaborated with 37 IBCC member organizations and submitted a \$25.6 million countywide grant application with 44 percent cash and in-kind match contributions for the Federal Digital Equity Competitive Grant Program funding opportunity

- Organized, implemented, and facilitated 16 Working Group Meetings countywide that provided digital equity-related best practices, resources, technical assistance, and tools for Federal and State joint grant applications for more than 190 participants from IBCC member organizations
- Organized, implemented, and facilitated four General Membership Meetings and Training countywide that promoted a strong stakeholder organization network, shared resources, strengthened grant programming planning, and elevated skills for more than 270 participants from IBCC member organizations and general membership stakeholder organizations
- Organized, implemented, and facilitated the California State Digital Equity Plan (SDEP) Feedback and Input Workshop with more than 70 participants in attendance who shared ideas, input, and recommendations for the draft California SDEP Request for Public Comment
- Received, compiled, and submitted collective public comments to the California Department of Technology (CDT) team on behalf of 23 stakeholder organizations in response to the draft California SDEP Request for Public Comment
- Co-organized, co-implemented, and co-facilitated the Broadband Equity, Access, and Deployment (BEAD) Program Regional Challenge Process Workshops in collaboration with Digital Equity Los Angeles (DELA) and the Los Angeles Digital Equity Action League (LA DEAL) and had more than 210 attendees in attendance during both Workshops
- Organized, implemented, and facilitated the Digital Equity Capacity Grant Program Subgrant Public Comment Workshop with more than 50 participants in attendance who shared ideas, input, and recommendations for the California Digital Equity Capacity Subgrant Program Draft Guidelines Request for Public Comment

IBCC County Digital Equity Competitive Grant Program Application

The Director of Digital Equity collaborated with IBCC member organizations to pursue and apply for Federal funding through the [Digital Equity Competitive Grant Program](#) (Competitive Grant Program). Administered by the [National Telecommunications and Information Administration](#) (NTIA), the Competitive Grant Program is one of three [Digital Equity Act of 2021](#) (DEA) programs established by the [Infrastructure Investment and Jobs Act of 2021](#) (IIJA). It's a \$1.25 billion program that allocates Federal funding to advance digital equity, promote digital inclusion activities, and spur greater adoption and use of broadband internet with the statutory [covered populations](#). A total Federal request of \$25.6 million with 44 percent cash and in-kind match contributions was provided to the NTIA as part of the County Competitive Grant Program application. The County Internal Services Department (ISD) serves as the primary applicant (authorized representative) and is partnering with 37 IBCC member organizations (subrecipient applicant organizations) to deploy digital inclusion activities countywide to the covered populations disproportionately impacted by the digital divide.

Figure 1: County Competitive Grant Program Application Participating Subrecipient Applicant Organizations

1. Alliance for a Better Community
2. Build Hope Inc.
3. City of Bell
4. City of Bell Gardens
5. City of Burbank Public Library
6. City of Carson
7. City of Downey
8. City of Duarte
9. City of El Monte
10. City of Inglewood
11. City of Lancaster
12. City of Long Beach
13. City of Lynwood
14. City of Maywood
15. City of Palmdale
16. City of Pico Rivera
17. City of San Fernando
18. City of San Gabriel
19. City of South El Monte
20. County of Los Angeles | Delete the Divide
21. Destination Crenshaw
22. EveryoneOn
23. Gladeo Inc.
24. Human-I-T
25. Library Foundation of Los Angeles affiliated with Los Angeles Public Library
26. Los Angeles County Development Authority
27. Los Angeles County Office of Education
28. Los Angeles Parks Foundation affiliated with the City of Los Angeles
29. Lynwood Unified School District
30. ONEgeneration
31. San Gabriel Valley Council of Governments
32. South Bay Cities Council of Governments
33. Southeast Community Development Corporation
34. St. Barnabas Senior Center
35. The Valley Economic Alliance
36. UNITE-LA Inc.
37. YWCA of San Gabriel Valley

The Competitive Grant Program [Notice of Funding Opportunity](#) (NOFO) launched on July 24, 2024, and applications were due to the NTIA on September 23, 2024. The NTIA received over 700 applications nationwide requesting more than \$6.5 billion in funding for the Competitive Grant Program. The NTIA anticipates making awards for the Competitive Grant Program as soon as Winter 2024 through April 20, 2025.

IBCC Working Group Meetings

The Director of Digital Equity has been convening the Working Group Meetings since officially kicking off the virtual convenings in May 2024. The Working Group Meetings convene monthly and aim to provide technical assistance to IBCC member organizations and incorporate essential industry-based best practices, resources, and tools that support collaboration and partnership opportunities for Federal and State joint grant applications. During the Working Group Meetings, the IBCC member organizations engaged in collaborative brainstorming conversations to co-create grant program foundational, strategic planning, implementation, evaluation, budget, and cash and in-kind match

contributions deliverables. These Working Group Meetings were intentionally co-designed to prepare the IBCC member organizations for the County Competitive Grant Program Application. A total of 16 Working Group Meetings were convened countywide in 2024. The Director of Digital Equity will reconvene Working Group Meetings during calendar year 2025.

IBCC General Membership Meetings and Training

The Director of Digital Equity convenes the General Membership Meetings and Training (General Membership Meetings) bi-monthly (every other month). These General Membership Meetings are a valuable virtual space for promoting a strong stakeholder organization network, sharing resources, strengthening grant programming, and elevating skills needed to effectively develop, implement, and manage Federal and State grant programming activities among the IBCC member organizations. The 2024 Digital Inclusion Week (DIW) Campaigns Training at the August 2024 General Membership Meeting aimed to equip IBCC member organizations with practical knowledge and tools for developing and implementing successful 2024 DIW Campaigns through presentations from the [City of Long Beach](#) and the [Georgia Technology Authority](#) (GTA). At the October 2024 General Membership Meeting, a Digital Navigator Programs Training was provided to enhance the knowledge and understanding of citywide and countywide Digital Navigator Programs for IBCC member organizations through featured presentations from the [County Delete the Divide](#) (DTD) and the [Los Angeles Public Library](#) (LAPL). A total of four General Membership Meetings were convened countywide in 2024. The Director of Digital Equity will reconvene General Membership Meetings during calendar year 2025.

IBCC Steering Committee Kickoff Meeting

The Director of Digital Equity is organizing, planning, and implementing the Steering Committee Kickoff Meeting (Steering Committee Meeting) that will launch in November 2024. The Steering Committee Kickoff Meeting aims to share information regarding the Steering Committee, including roles, responsibilities, and scope of work, engage in team-building and visioning activities, and outline the 2025 IBCC strategic planning framework with the Working Group Chairs. The Steering Committee Meetings will convene monthly starting in the calendar year 2025, during which participating IBCC member organizations engage in a strategic planning process that defines the IBCC's strategic planning direction, framework, and strategy. This includes co-creating strategic planning tiers (e.g., vision statement, guiding principles, goals, and objectives) and co-sharing their respective Working Group's key activities, tasks, and updates.

IBCC Digital Equity Capacity Grant Program Subgrant Public Comment Workshop

In October 2024, the Director of Digital Equity hosted the [Digital Equity Capacity Grant Program](#) (Capacity Grant Program) Subgrant Public Comment Workshop. The Capacity Grant Program is a \$1.44 billion formula grant program for States, Territories, and Tribal governments to implement their State Digital Equity Plans (SDEPs) and address barriers to digital equity for the covered populations. The [California Department of Technology](#)

(CDT) was allocated approximately \$70.2 million in grant program funding from the NTIA. The purpose of the Workshop was to educate IBCC member organizations about the Capacity Grant Program Subgrant Request for Public Comment Process, how they can participate, and compile equitable, inclusive, culturally relevant, and sensitive best practices, ideas, and recommendations to share with the CDT Team. More than 50 attendees participated in the Workshop. The Public Comment Period was 30 days, from September 30, 2024, through October 29, 2024. The County ISD Team prepared and submitted Public Comments to the CDT by the due date.

IBCC Performance Outputs and Indicators for Success Reporting

Figure 2: Type of IBCC Meeting Performance

| Meeting Type | Meeting Frequency | Meeting Format | Meeting Length of Time |
|---|--------------------------------|----------------|------------------------|
| IBCC General Membership Meetings and Training | Bi-monthly (every other month) | Virtual | 1.5 hours (90 minutes) |
| IBCC Working Group Meetings | Monthly | Virtual | 1.5 hours (90 minutes) |

Figure 3: August/September 2024 IBCC Working Group Meeting Performance

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|--|------------------------------|--|
| Alliance for a Better Community | Community-based organization | 1 |
| California State University, Dominguez Hills | Higher education institution | 1 |
| City of Artesia | Local government entity | 1 |
| City of Bell Gardens | Local government entity | 2 |
| City of Burbank Public Library | Local government entity | 2 |
| City of Carson | Local government entity | 1 |
| City of Claremont | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of Inglewood | Local government entity | 1 |
| City of Lancaster | Local government entity | 1 |

| | | |
|--|------------------------------------|-----------|
| City of Long Beach | Local government entity | 2 |
| City of Los Angeles | Local government entity | 2 |
| City of Lynwood | Local government entity | 1 |
| City of Maywood | Local government entity | 1 |
| City of Palmdale | Local government entity | 1 |
| City of Pico Rivera | Local government entity | 2 |
| City of San Fernando | Local government entity | 1 |
| City of San Gabriel | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 3 |
| Community Clinic Association of Los Angeles County | Non-profit organization | 1 |
| County of Los Angeles | County government entity | 5 |
| County of Los Angeles Regional Planning | County government entity | 1 |
| Destination Crenshaw | Community-based organization | 1 |
| Digital Equity Los Angeles | Digital equity coalition | 1 |
| Easterseals Southern California | Non-profit organization | 2 |
| EveryoneOn | Non-profit organization | 1 |
| Fiber Up My Neighborhood | For-profit entity | 1 |
| Gateway Cities Council of Governments | Council of government (COG) | 1 |
| Gladeo, Inc. | Workforce development organization | 1 |
| Healing and Justice Center | Community-based organization | 1 |
| HR&A Advisors Inc. | IBCC facilitator | 10 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority | County-related agency | 1 |
| Los Angeles County Library | County government entity | 1 |
| Los Angeles County Office of Education | County-related agency | 1 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 3 |
| ONEgeneration | Community-based organization | 1 |
| San Gabriel Valley Council of Governments | Council of government (COG) | 1 |
| St. Barnabas Senior Services | Community-based organization | 1 |

| | | |
|--|------------------------------|-----------|
| South Bay Cities Council of Governments | Council of government (COG) | 2 |
| Southern California Association of Governments | Joint-powers authority (JPA) | 1 |
| WeCanCode.org | Non-profit organization | 1 |
| | Total | 68 |

Figure 4: August 2024 IBCC General Membership Meeting and Training Performance

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|--|------------------------------|--|
| Advacio | Technology company | 1 |
| Alliance for a Better Community | Community-based organization | 2 |
| California State University, Dominguez Hills | Higher education institution | 4 |
| City of Bell | Local government entity | 3 |
| City of Bell Gardens | Local government entity | 2 |
| City of Burbank Public Library | Local government entity | 1 |
| City of Carson | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of El Monte | Local government entity | 1 |
| City of Inglewood | Local government entity | 2 |
| City of Lancaster | Local government entity | 1 |
| City of Long Beach | Local government entity | 2 |
| City of Los Angeles | Local government entity | 1 |
| City of Lynwood | Local government entity | 1 |
| City of Palmdale | Local government entity | 1 |
| City of Pico Rivera | Local government entity | 2 |
| City of San Fernando | Local government entity | 1 |
| City of Santa Monica | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 1 |
| City of West Hollywood | Local government entity | 1 |
| County of Los Angeles | County government entity | 4 |
| County of Los Angeles Regional Planning | County government entity | 1 |

| | | |
|--|------------------------------------|-----------|
| Digital Equity Los Angeles | Digital equity coalition | 2 |
| Easterseals Southern California | Non-profit organization | 2 |
| EveryoneOn | Non-profit organization | 1 |
| Fiber Up My Neighborhood | For-profit entity | 1 |
| Gateway Cities Council of Governments | Council of government (COG) | 1 |
| Georgia Technology Authority | State government entity | 1 |
| Gladeo, Inc. | Workforce development organization | 1 |
| Healing and Justice Center | Community-based organization | 1 |
| Housing Authority of the City of Los Angeles | Public housing entity | 1 |
| HR&A Advisors Inc. | IBCC facilitator | 1 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority | County-related agency | 2 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 4 |
| Los Angeles Public Library | Public library | 3 |
| Ngozichukwu Mordi Consulting | Broadband consulting firm | 1 |
| ONEgeneration | Community-based organization | 1 |
| Parent Institute for Quality Education | Community-based organization | 1 |
| San Gabriel Valley Council of Governments | Council of government (COG) | 1 |
| St. Barnabas Senior Services | Community-based organization | 1 |
| Southern California Association of Governments | Joint-powers authority (JPA) | 2 |
| Unidentified Organization | N/A | 1 |
| | Total | 67 |

Figure 5: October 2024 IBCC General Membership Meeting and Training Performance

| Stakeholder Organization Name | Type of Organization | Number of Individuals from that Organization |
|--|-------------------------------|--|
| Alliance for a Better Community | Community-based organization | 1 |
| City of Bell | Local government entity | 1 |
| City of Bell Gardens | Local government entity | 3 |
| City of Burbank Public Library | Local government entity | 1 |
| City of Claremont | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of El Monte | Local government entity | 1 |
| City of Long Beach | Local government entity | 3 |
| City of Los Angeles | Local government entity | 1 |
| City of Lynwood | Local government entity | 1 |
| City of Palmdale | Local government entity | 1 |
| City of Pico Rivera | Local government entity | 1 |
| City of San Fernando | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 1 |
| County of Los Angeles | County government entity | 4 |
| Digital Equity Los Angeles | Digital equity coalition | 1 |
| Easterseals Southern California | Non-profit organization | 2 |
| EveryoneOn | Non-profit organization | 1 |
| Housing Authority of the City of Los Angeles | Public housing entity | 1 |
| HR&A Advisors Inc. | IBCC facilitator | 3 |
| Human-I-T | Non-profit organization | 1 |
| Library Foundation of Los Angeles | Non-profit organization | 1 |
| Los Angeles County Development Authority | County-related agency | 1 |
| Los Angeles County Library | County government entity | 1 |
| Los Angeles County Office of Education | County-related agency | 1 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 1 |

| | | |
|--|------------------------------|-----------|
| Los Angeles Homeless Services Authority | Non-profit organization | 1 |
| Los Angeles Public Library | Public library | 4 |
| Mexican American Opportunity Foundation | Community-based organization | 2 |
| Ngozichukwu Mordi Consulting | Broadband consulting firm | 1 |
| ONEgeneration | Community-based organization | 2 |
| Parent Institute for Quality Education | Community-based organization | 1 |
| St. Barnabas Senior Services | Community-based organization | 2 |
| South Bay Cities Council of Governments | Council of government (COG) | 1 |
| Southern California Association of Governments | Joint-powers authority (JPA) | 1 |
| Unidentified Organization | N/A | 1 |
| | Total | 54 |

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov, or your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

c: Chief Executive Office
Executive Office, Board of Supervisors
County Counsel



County of Los Angeles INTERNAL SERVICES DEPARTMENT

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MICHAEL OWH
Director

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Speed. Reliability. Value.

February 5, 2025

To: Supervisor Kathryn Barger, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE

IBCC Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee of more than 60 multidisciplinary member organizations and community members collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide in all of Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its member organizations, including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information, and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the backbone convener of the IBCC. The work of the IBCC is guided by its Charter that County Board Deputies approved in March 2024.

2024 National Digital Inclusion Trailblazers Visionary Honor and Recognition

In January 2025, the Director of Digital Equity applied and achieved the [2024 National Visionary Digital Inclusion Trailblazers](#) (Trailblazers) honor and recognition for the County presented by the [National Digital Inclusion Alliance](#) (NDIA). The County is one of 60 government agencies nationwide to be recognized as a Trailblazer and one of 34 government agencies within the Trailblazer honoree list to receive the top honor of Visionary recognition. The NDIA Trailblazers Program is a prestigious national honor roll celebrating municipal, county, and regional governments that provide excellent models for digitally inclusive communities. Other honorees within Los Angeles County include the

Cities of Long Beach and Palmdale. This is the second consecutive year the County has received this honor and recognition.

IBCC Los Angeles County Wildfires Digital Equity Resources Strategy Meeting

In January 2025, the Director of Digital Equity organized and implemented the IBCC Los Angeles County Wildfires Digital Equity Resources Strategy Meeting (Meeting). The purpose of the Meeting was twofold: 1) uplift and promote existing digital equity and non-digital equity-related programs, resources, and services for Los Angeles County households impacted by the wildfires, and 2) identify and secure opportunities to collaborate and partner to support Los Angeles County households impacted by the wildfires. Key brainstorming dialogues that were discussed during the Meeting included:

- Digital equity and non-digital equity-related resources households impacted by the Los Angeles County wildfires need
- Programs, resources, and services IBCC member organizations are currently providing to support households impacted by the Los Angeles County wildfires
- Areas of opportunity to support IBCC member organization programs, resources, and services
- Areas of opportunity to deploy ideas, partnerships, and recommendations across IBCC member organizations countywide that are currently providing to support households impacted by the Los Angeles County wildfires

More than 45 attendees participated in the Meeting. The Director of Digital Equity engaged in digital inclusion asset mapping and compiled a list of digital equity-related programs, resources, and services from the Meeting below.

Figure 1: IBCC Member Organizations that are Providing Digital Equity-Related Programs, Resources, and Services to Households Impacted by the Los Angeles County Wildfires

| Organization Name | Organization Type | Program, Resources, and Services Type |
|--------------------------|--------------------------|--|
| Digital Equity LA (DELA) | Digital equity coalition | Advocacy against broadband internet services charges and fines |
| EveryoneOn | Non-profit organization | Free internet-enabled computer devices |
| EveryoneOn | Non-profit organization | Low-cost offers locator tool |
| Human-I-T | Non-profit organization | Free mobile hotspots, monthly broadband internet services, and internet-enabled devices (e.g., computers, tablets) |

| | | |
|-----------------------------------|-----------------------|--|
| Los Angeles Public Library (LAPL) | Public library entity | Free mobile computer labs (e.g., mobile hotspots, laptops, portable screen, projector) |
|-----------------------------------|-----------------------|--|

IBCC Steering Committee Kickoff Meeting

In November 2024, the Director of Digital Equity organized and implemented the IBCC Steering Committee Kickoff Meeting (Steering Committee Meeting). The purpose of the Steering Committee Meeting was to convene the IBCC Working Group Chairs and share information regarding the Steering Committee, including roles, responsibilities, and scope of work, engage in team-building activities, and outline the 2025 IBCC strategic planning framework. Key collaborative visioning that was discussed during the Steering Committee Meeting included:

- Specific achievements and milestones of the IBCC in five years
- Essential action items of the IBCC in five years
- Barriers and challenges the IBCC will face over five years and key strategies for mitigation

Ten attendees participated in the Steering Committee Meeting. The Steering Committee Meetings will convene monthly starting this calendar year. Community Ambassadors and Working Group Chairs will engage in a strategic planning process that defines the IBCC's strategic planning direction, framework, and strategy. This includes co-creating strategic planning tiers (e.g., vision statement, guiding principles, goals, and objectives) and co-sharing their respective Working Group's key activities, tasks, and updates. See the details below for the IBCC strategic planning tiers.

Figure 2: IBCC Strategic Planning Tiers

| Strategic Planning Tier | Strategic Planning Tier Description |
|---|--|
| Co-create the IBCC vision statement | The ideal outcome or result for the IBCC |
| Co-create the IBCC guiding principles | The guidelines that direct the key decisions and purpose of the IBCC |
| Co-create the IBCC goals | The broad general guidelines for what needs to happen in the IBCC |
| Co-create the IBCC objectives | The specific measurable results of the IBCC that connect to the broad goals |
| Co-finalize the IBCC strategic planning tiers | Engage in a decision-making process to establish the final strategic planning framework and tiers for the IBCC |

IBCC General Membership Meetings and Training

The Director of Digital Equity convenes the General Membership Meetings and Training (General Membership Meetings) bi-monthly (every other month). These General Membership Meetings are collaborative virtual spaces for uplifting a robust countywide stakeholder organization network, promoting best practices, driving digital equity grant programming, and enhancing tangible skills needed to develop and implement digital equity activities countywide among the IBCC member organizations.

In November 2024, the Director of Digital Equity administered the General Membership Meeting and Training Topics for 2025 Survey and collected ideas, input, and recommendations from IBCC member organizations to inform 2025 IBCC General Membership Meetings. Based on the feedback the Director of Digital Equity received from the IBCC member organizations, the following General Membership Meeting training topics will be deployed for this calendar year.

Figure 3: IBCC 2025 General Membership Meeting Training Topics

| Month | Training Topic |
|---------------|--|
| February 2025 | Digital Inclusion Asset Mapping |
| April 2025 | Apply an Equity Lens to Digital Inclusion |
| June 2025 | Digital Equity Community Outreach and Engagement |
| August 2025 | Digital Equity and Workforce Development |
| October 2025 | Local Digital Equity Coalition-Building |

IBCC Performance Outputs and Indicators for Success Reporting

Figure 4: IBCC Meeting Performance Type

| Meeting Type | Meeting Frequency | Meeting Format | Meeting Length of Time |
|---|--------------------------|-----------------------|-------------------------------|
| IBCC Los Angeles County Wildfires Digital Equity Resources Strategy Meeting | N/A (Adhoc) | Virtual | 1.5 hours (90 minutes) |
| IBCC Steering Committee Meeting | Monthly | Virtual | 1.5 hours (90 minutes) |

Figure 5: IBCC January 2025 Los Angeles County Wildfires Digital Equity Resources Strategy Meeting Performance

| Stakeholder Organization Name | Organization Type | Number of Individuals from that Organization |
|--|-------------------------------|--|
| Alliance for a Better Community | Community-based organization | 2 |
| American Diabetes Association | Non-profit organization | 1 |
| California Healthcare Foundation | Non-profit organization | 1 |
| City of Bell Gardens | Local government entity | 1 |
| City of Burbank Public Library | Public library entity | 2 |
| City of Carson | Local government entity | 1 |
| City of Downey | Local government entity | 1 |
| City of Duarte | Local government entity | 1 |
| City of El Monte | Local government entity | 2 |
| City of Long Beach | Local government entity | 2 |
| City of Los Angeles | Local government entity | 2 |
| City of Lynwood | Local government entity | 1 |
| City of Palmdale | Local government entity | 1 |
| City of Pasadena | Local government entity | 1 |
| City of Pomona | Local government entity | 1 |
| City of San Fernando | Local government entity | 1 |
| City of Signal Hill | Local government entity | 1 |
| City of South El Monte | Local government entity | 2 |
| County of Los Angeles | County government entity | 2 |
| County of Los Angeles Office of Supervisor Holly J. Mitchell | County government entity | 1 |
| Digital Equity Los Angeles | Digital equity coalition | 1 |
| EveryoneOn | Non-profit organization | 2 |
| HR&A Advisors Inc. | IBCC facilitator | 3 |
| Human-I-T | Non-profit organization | 1 |
| Los Angeles County Development Authority | County-related agency | 1 |
| Los Angeles County Library | County government entity | 1 |
| Los Angeles County Office of Education | County-related agency | 1 |
| Los Angeles Digital Equity Action League | Regional broadband consortium | 2 |

| | | |
|---|------------------------------|-----------|
| Los Angeles Public Library | Public library entity | 2 |
| Lynwood Unified School District | School district | 1 |
| ONEgeneration | Community-based organization | 1 |
| Parent Institute for Quality Education | Community-based organization | 1 |
| St. Barnabas Senior Services | Community-based organization | 1 |
| South Bay Cities Council of Governments | Council of government (COG) | 1 |
| Unidentified organization | | 1 |
| | Total | 47 |

Figure 6: IBCC November 2024 Steering Committee Kickoff Meeting Performance

| Stakeholder Organization Name | Organization Type | Number of Individuals from that Organization |
|--|-----------------------------|--|
| City of Duarte | Local government entity | 1 |
| City of Long Beach | Local government entity | 1 |
| County of Los Angeles | County government entity | 1 |
| EveryoneOn | Non-profit organization | 1 |
| Gateway Cities Council of Governments (GCCOG) | Council of government (COG) | 1 |
| HR&A Advisors Inc. | IBCC facilitator | 3 |
| South Bay Cities Council of Governments (SBCCOG) | Council of government (COG) | 2 |
| | Total | 10 |

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov, or your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

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Speed. Reliability. Value.

June 6, 2025

To: Supervisor Kathryn Barger, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE (IBCC)

Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee comprising more than 60 multidisciplinary member organizations and community members, collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide throughout the County of Los Angeles (County) through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its member organizations, including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information, and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the backbone convener of the IBCC. The work of the IBCC is guided by its Charter that County Board Deputies approved in March 2024.

Digital Equity Act Federal and State Grant Programs Funding Status

In September 2024, the Director of Digital Equity collaborated with 37 multi-sector IBCC member organizations and applied for Federal funding through the [Digital Equity Competitive Grant Program](#) (Competitive Grant Program). Administered by the [National Telecommunications and Information Administration](#) (NTIA), the Competitive Grant Program is one of three [Digital Equity Act of 2021](#) (DEA) Programs established by the [Infrastructure Investment and Jobs Act of 2021](#) (IIJA). It's a \$1.25 billion program that

allocates Federal funding to advance digital equity, promote digital inclusion activities, and spur greater adoption and use of broadband internet with the statutory [covered populations](#). A total Federal request of \$25.6 million with 44 percent cash and in-kind match contributions was provided to the NTIA as part of the County Competitive Grant Program application. In May 2025, the Trump Administration terminated the DEA and its Federal and State digital equity programs, including the County's application. This termination also includes the [California Digital Equity Program](#) (CalDEP) administered by the [California Department of Technology](#) (CDT). The CalDEP is a subgrant program that provides funding to statewide, regional, and local entities to support the implementation of the [California State Digital Equity Plan](#) (SDEP). Before the termination of the DEA, the Director of Digital Equity was in the process of applying for CalDEP funding to co-create a countywide digital equity plan and administer a collaborative statewide digital equity ecosystem-building institute that would provide hands-on education, stakeholder engagement, and support to California-based organizations administering digital inclusion programming in collaboration with [California State University, Dominguez Hills](#) (CSUDH). The Director of Digital Equity is exploring non-Federal funding opportunities to advance the work of the IBCC.

The Future of Digital Opportunity in the County Summit

The Director of Digital Equity, in collaboration with [CSUDH](#), [Digital Equity Los Angeles](#) (DELA), and the [Los Angeles Digital Equity Action League](#) (LA DEAL), co-hosted The Future of Digital Opportunity in the County Summit (Summit) on Thursday, May 15, 2025, at Barton Elementary School in Long Beach, CA with more than 80 multi-sector community partners and stakeholders in attendance. The Summit was a celebration of the digital equity efforts from the Connecting Minority Communities Pilot Program led by the CSUDH Workforce Integration Network Team. Additionally, Summit attendees engaged in a collaborative brainstorming dialogue to co-create a regional digital equity strategy following the termination of the DEA. The Director of Digital Equity played an active role in coordinating the Summit and presented the countywide regional digital equity strategy framework during the Summit.

Monthly Community Spotlights

In March 2025, the Director of Digital Equity established and launched the IBCC Monthly Community Spotlights (Community Spotlights). The purpose of the Community Spotlights is to celebrate and recognize the collective efforts of IBCC member organizations in implementing broadband and digital equity activities across the County. The Community Spotlights specifically highlight broadband and digital equity-related accomplishments, community impact, and success by featuring various programs, projects, resources, and services led by the IBCC member organizations countywide. See the list of previously featured IBCC member organizations for the Community Spotlights.

Figure 1: Monthly Community Spotlights of IBCC Member Organizations

| Organization name | Organization type | Organization community spotlight activity | Month |
|---|------------------------------|---|------------|
| <u>EveryoneOn</u> | Non-profit organization | Device Distribution for Youth Impacted by the Eaton Wildfire | March 2025 |
| <u>Housing Authority of the City of Los Angeles</u> | Public housing entity | Creating Career Pathways through Peer-Led Digital Equity Programming | March 2025 |
| <u>ONEgeneration</u> | Community-based organization | Administering Essential Items to Residents Impacted by the County Wildfires | March 2025 |
| <u>Alliance for a Better Community</u> | Community-based organization | Digital Skills and Digital Equity Advocacy Training | April 2025 |
| <u>California State University, Dominguez Hills</u> | Higher education institution | Federal Connecting Minority Communities Pilot Program | April 2025 |
| <u>St. Barnabas Senior Services Los Angeles</u> | Community-based organization | Tech-Ed Classes | April 2025 |
| <u>City of Long Beach</u> | Local government entity | Digital Inclusion Resources Asset Map | May 2025 |
| <u>Los Angeles Public Library</u> | Public library entity | Cybernauts Program | May 2025 |

Digital Equity Community Ambassadors Program Recruitment

In February 2025, the Director of Digital Equity launched the recruitment process for the IBCC Digital Equity Community Ambassadors Program (Program). This pilot Program provides the County residents with a year to participate in and contribute to County IBCC meetings, by sharing their ideas, lived experiences, and thoughts about digital inclusion resources and services, including in-home broadband internet services, internet-enabled computers, digital literacy and skills training, and support to advance digital equity and inclusion countywide. These IBCC-related meetings include General Membership and Steering Committee convenings. Participants will receive physical gift cards to honor their time and be compensated for participating in the meetings. More than 160 residents countywide completed and submitted the Program Interest Form in early March 2025. And more than 70 residents completed the Program Written Interview Form in mid-March 2025. The Director of Digital Equity is currently reviewing responses from the Program Written Interview Form. The top candidates will be invited to the final round of Virtual Interviews. A total of six Digital Equity Community Ambassadors will be selected for the Program. An in-person Program Kickoff and Orientation meeting will be hosted upon selecting the final candidates for the Program.

General Membership Meetings and Training

The Director of Digital Equity has organized, planned, and implemented two IBCC General Membership meetings and Training (General Membership meetings) thus far for 2025. The General Membership meetings are convened bi-monthly (every other month) and have promoted a strong stakeholder organization network, shared resources, strengthened grant programming, and elevated skills needed for effective development, implementation, and management of Federal and State grant programming activities. A Digital Inclusion Asset Mapping Training was provided for the February 2025 General Membership meeting. The Training outcome was to ensure that IBCC member organizations have the best practices, resources, and tools to develop and implement successful Digital Inclusion Asset Mapping within their respective cities, communities, and organizations. [Nutter Consulting](#) and the [City of Portland](#) shared insightful information, resources, and tools to support IBCC member organizations with understanding the nuts and bolts of Digital Inclusion Asset Mapping. More than 40 attendees participated in the General Membership meeting. This General Membership meeting received a 4.57 rating out of the 5.00 Likert Scale rating system via the Training Feedback Survey completed by IBCC member organizations who attended.

An Apply an Equity Lens to Digital Inclusion Training was administered for the April 2025 General Membership meeting. The Training outcome was to ensure that IBCC member organizations have the best practices, resources, and tools to develop and implement successful Equity Lens development, implementation, and evaluation activities in Digital Inclusion efforts within their respective cities, communities, and organizations.

The [City of Long Beach](#) highlighted practical and tangible examples that educated IBCC member organizations on how to center equity as a process in their digital inclusion programming. More than 30 attendees participated in the General Membership meeting. This General Membership meeting received a 4.83 rating out of the 5.00 Likert Scale rating system via the Training Feedback Survey completed by IBCC member organizations who attended.

Steering Committee Meetings

The Director of Digital Equity is organizing and planning the launch of the IBCC Steering Committee meetings in 2025. In November 2024, the Director of Digital Equity convened the Steering Committee Kickoff meeting (Kickoff meeting), which included the IBCC Working Group Chairs. During the Kickoff meeting, she shared information regarding the Steering Committee, including its roles, responsibilities, and scope of work. The Kickoff meeting also engaged in team-building and visioning activities, outlining the 2025 IBCC strategic planning framework with the Working Group Chairs. The Director of Digital Equity will convene Steering Committee meetings to co-create the IBCC's strategic planning direction, framework, and strategy. This includes co-creating strategic planning tiers (e.g., vision statement, guiding principles, goals, and objectives) and co-sharing their respective Working Group's key activities, tasks, and updates. Steering Committee meetings are anticipated to commence during the third quarter of 2025.

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov, or your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email: RKauma@isd.lacounty.gov.

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August 11, 2025

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Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE

Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee comprising more than 60 multidisciplinary member organizations and community members, collaborating to pursue, secure, and implement Federal and State grant program funding to address the digital divide throughout Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC uplifts a unified regional voice and a shared responsibility for action to advance digital equity and inclusion by providing ongoing resources and support for its member organizations, including but not limited to aligning efforts to coordinate and merge Federal and State grant funding opportunities, information, and knowledge sharing, networking, technical assistance, and training opportunities. The Director of Digital Equity is serving as the convener of the IBCC. The work of the IBCC is guided by its Charter, which the County Board Deputies approved in March 2024.

CASF Broadband Adoption Account Grant Program Application

Under the leadership of the Director of Digital Equity, the County Internal Services Department (ISD) collaborated with [California State University, Dominguez Hills](#) (CSUDH) to pursue and apply for the [California Advanced Services Fund](#) (CASF Program) Broadband Adoption Account Digital Literacy Project Grant funding opportunity. Administered by the [California Public Utilities Commission](#) (CPUC), the CASF Program provides State funding to eligible entities to increase publicly available or after-school broadband access and digital inclusion, such as digital literacy training programs and public education to communities with limited broadband adoption. ISD, in partnership with CSUDH, has applied for \$1.8 million in CASF Program funding to administer a countywide organizational digital equity

capacity-building training Institute called the California Institute for Digital Advancement: Los Angeles County Branch (CIDA). CIDA is co-designed to expand the digital equity work of the IBCC and the CSUDH Federal Connecting Minority Communities (CMC) Pilot Program efforts by supporting participating organizations, including IBCC member organizations that implement digital inclusion programming in Los Angeles County.

CIDA will engage at least 5,000 participants representing 200 organizations within Los Angeles through hands-on stakeholder education, learning opportunities, and support. CIDA is co-created to support participating organizations that implement digital inclusion programming in the County through peer-to-peer group educational learning and train-the-trainer approaches. This includes administering individualized coaching, developing tangible skills, providing professional training, and offering large-scale technical assistance to participating organizations. The goal of CIDA is to empower community-based organizations, local government entities, and nonprofit organizations throughout Los Angeles County with the capacity, knowledge, and skills necessary for successful digital inclusion programming that delivers sustainable community impact for our regional digital equity ecosystem across all five Supervisorial Districts.

For context, CIDA was a proof-of-concept proposed as part of the [California Digital Equity Program](#) (CalDEP) Track 2: Targeted Statewide Ecosystems [Request for Applications](#) (RFA). In May 2025, the [California Department of Technology](#) (CDT) received [formal notification](#) from the federal administration that the CalDEP, which included \$70 million in statewide digital equity funding, was terminated immediately as part of the official cancellation of the [Digital Equity Act](#) (DEA). Despite this setback, the ISD and CSUDH teams redirected the CIDA proposal from CalDEP to the CASF Program to ensure the sustainable continuation of digital equity goals, objectives, and priorities, which address the broadband and digital equity needs statewide and countywide. ISD is expected to hear back from the CPUC regarding its CASF Program application in January 2026.

Monthly Community Spotlights

In March 2025, the Director of Digital Equity launched IBCC Monthly Community Spotlights (Community Spotlights). The goal of Community Spotlights is to celebrate and acknowledge the collective efforts of IBCC member organizations, who play a vital role in executing broadband and digital equity initiatives across Los Angeles County. Community Spotlights specifically showcases broadband and digital equity-related achievements, community impact, and successes by highlighting various programs, resources, and services led by IBCC member organizations throughout Los Angeles County. See the most recent IBCC member organizations featured in Community Spotlights since the last IBCC Quarterly Report.

Figure 1: Monthly Community Spotlights of IBCC Member Organizations

| Organization name | Organization type | Organization community spotlight activity | Month |
|--|------------------------------|--|-----------|
| City of Los Angeles Office of Mayor Karen Bass | Local government entity | Vision Lab | June 2025 |
| San Gabriel Valley Council of Governments (SGVCOG) | Council of government | Broadband Needs Assessment and Strategic Plan Final Report | June 2025 |
| Southeast Community Development Corporation (SCDC) | Community-based organization | Power On: Computers + Digital Literacy | June 2025 |
| Destination Crenshaw | Community-based organization | Crenshaw Connected: Crenshaw Community Connectivity Pilot | July 2025 |
| Los Angeles County Office of Education (LACOE) | County-Related Agency | AI and Innovative EdTech Symposium | July 2025 |

Digital Equity Community Ambassadors Program Recruitment

In February 2025, the Director of Digital Equity launched the recruitment process for the IBCC Digital Equity Community Ambassadors Program. This pilot program gives Los Angeles County residents a year to participate in and contribute to County IBCC Meetings by sharing their ideas, lived experiences, and thoughts about digital inclusion resources and services to promote digital equity and inclusion across Los Angeles County. These IBCC-related Meetings include General Membership, Steering Committee, and other IBCC gatherings. Participants will receive physical gift cards to acknowledge their time. By early March 2025, over 160 residents had completed and submitted the Program Interest Form. By mid-March, more than 70 residents had also completed the Program Written Interview Form. The Director of Digital Equity is currently reviewing responses and conducting virtual interviews with 19 residents. An in-person Program Kickoff and Orientation Meeting is planned for August or September 2025 once the final candidates are chosen.

General Membership Meetings and Training

The Director of Digital Equity has organized, planned, and implemented three IBCC General Membership Meetings and Trainings this calendar year. These General Membership Meetings are held bi-monthly (every other month) and have fostered a strong stakeholder organization network, shared resources, enhanced grant programming, and developed skills essential for the effective development, implementation, and management of Federal and State grant activities. A Philanthropic Digital Equity Funding Training was conducted for the June 2025 General Membership Meeting. That Meeting also highlighted the [Digital Equity Spark Grant](#) administered by the [Michelson 20MM Foundation](#). The training aimed to equip IBCC member organizations with best practices, resources, and tools to apply for and secure philanthropic digital equity funding within their cities, communities, and organizations. The [Michelson 20MM Foundation](#) provided valuable information about the Digital Equity Spark Grant and detailed steps for submitting competitive applications for future funding opportunities. As previous recipients of the Digital Equity Spark Grant, [Everyone On](#) and others shared insights on their grant projects, along with best practices, ideas, and recommendations to help IBCC member organizations pursue philanthropic digital equity funding. A total of 39 attendees participated in the General Membership Meeting. This Meeting received a perfect 5.00 rating on the Likert scale from the Training Feedback Survey completed by attending IBCC member organizations.

Steering Committee Meetings

The Director of Digital Equity is planning the launch of the IBCC Steering Committee Meetings in August 2025. In November 2024, she held the Steering Committee Kickoff Meeting, which included the IBCC Working Group Chairs. During the meeting, she provided information about the IBCC Steering Committee, including its roles, responsibilities, and scope of work. The Kickoff Meeting also involved team-building and visioning activities, where they outlined the 2025 IBCC strategic planning framework with the Working Group Chairs.

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November 10, 2025

November 10, 2025

To: Supervisor Kathryn Barger, Chair
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Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn

From: Michael Owh 
Director

QUARTERLY REPORT - INTERGOVERNMENTAL BROADBAND COORDINATING COMMITTEE

Background

On September 13, 2022, the County of Los Angeles (County) Board of Supervisors (Board) directed the Director of Digital Equity to establish the countywide Intergovernmental Broadband Coordinating Committee (IBCC). The IBCC is a regional collective body and standing committee comprising more than 60 multidisciplinary member organizations and community members, working together to pursue, secure, and implement Federal and State grant funding to bridge the digital divide across Los Angeles County through County-led intergovernmental and cross-sector regional coordination. The IBCC promotes a unified regional voice and a shared sense of responsibility for action to promote digital equity and inclusion by providing ongoing resources and support for its member organizations. This includes, but is not limited to, aligning efforts to coordinate and combine Federal and State grant opportunities, sharing information and knowledge, networking, providing technical assistance, and offering training. The Director of Digital Equity serves as the convenor of the IBCC. The work of the IBCC is guided by its Charter, which the County Board Deputies approved in March 2024.

2025 Key Accomplishments

- The County applied for and received the 2024 National Visionary Digital Inclusion Trailblazers honor and recognition, presented by the National Digital Inclusion Alliance. It is one of 60 government agencies nationwide to be recognized as a Trailblazer and one of 34 agencies within the honoree list to receive the top Visionary recognition.
- Collaborated with the CSUDH WIN and submitted a \$1.8 million countywide grant application to the California Public Utilities Commission's California Advanced Services Fund to administer a countywide organizational digital equity capacity-building training institute.

- Launched the strategic planning and co-creation process for the first-ever Digital Equity Roadmap to bridge the digital divide for households and residents across Los Angeles County.
- Celebrated National Digital Inclusion Week during the week of October 6 with an official countywide proclamation that the County Board unanimously signed.
- Collaborated with the Delete The Divide Initiative Team and 13 regional multi-sector stakeholder organizations to submit a \$1 million countywide grant application to the Department of Economic Opportunity High Road Training Partnership Fund. This grant aims to fund a pre-apprenticeship program that creates full-time, high-quality, family-sustaining technology jobs for County residents.
- Organized, implemented, and facilitated the Future of Digital Opportunity in the County Summit in collaboration with the California State University, Dominguez Hills (CSUDH) Workforce Integration Network (WIN), Digital Equity LA, and the Los Angeles Digital Equity Action League (LADEAL). Engaged in a collaborative brainstorming session with 80 attendees and co-created a regional digital equity strategy following the termination of the Federal Digital Equity Act.
- Organized, implemented, and facilitated the Digital Advancement and Opportunity Regional Summit in partnership with CSUDHWIN. The event gathered over 150 regional leaders and stakeholders to discuss digital inclusion priorities, showcase local community actions and workforce development strategies, and promote long-term collaboration, partnerships, and sustainability within the County's digital equity ecosystem.
- Organized, implemented, and facilitated the IBCC County Wildfires Digital Equity Resources Strategy Meeting that highlighted and promoted existing digital and non-digital equity programs, resources, and services for County households affected by the wildfires. The meeting also identified and secured opportunities for collaboration and support for these households. Over 45 attendees participated in the meeting.
- Launched the inaugural IBCC Digital Equity Community Ambassadors Program and developed an equity-focused, inclusive community engagement strategy that involves six County residents. These residents are empowered to share their ideas, lived experiences, and opinions on shaping digital inclusion resources and services across the county.
- Led the IBCC Monthly Community Spotlights, highlighting the broadband and digital equity achievements, community impact, and successes of 17 IBCC member organizations across the County.
- Organized, implemented, and facilitated four IBCC General Membership Meetings and training sessions countywide that promoted a strong stakeholder network, shared resources, improved grant programming planning, and enhanced skills for over 150 participants from IBCC member organizations and general membership stakeholders.

Digital Inclusion Week Countywide Proclamation

During October 2025, the County Board declared [National Digital Inclusion Week](#) (DIW) countywide from Monday, October 6, to Friday, October 10. Led by the [National Digital Inclusion Alliance](#) (NDIA), National DIW is an annual week dedicated to awareness,

celebration, and recognition, where digital inclusion leaders and practitioners across the country showcase their digital equity efforts. From the County's perspective, this involves promoting digital inclusion programs that ensure every resident has equitable access to digital resources and tools, as well as the means to actively participate in democracy, society, and the 21st-century economy. This year's National DIW theme, Community-Driven Digital Futures, highlighted that the most impactful solutions for advancing digital equity and inclusion come directly from the communities affected by the digital divide. Furthermore, communities experiencing digital inequities are empowered to identify and address their own digital needs through innovative initiatives and creative approaches. In celebration of National DIW, ISD launched a comprehensive social media campaign to highlight its digital equity efforts. On October 9, the Office of Supervisor Holly J. Mitchell presented ISD with an official DIW Proclamation signed by the Board at the Digital Advancement and Opportunity Regional Summit. (Reference Attachment, Figure 1)

Digital Advancement and Opportunity Regional Summit

In partnership with [CSUDH WIN](#), ISD co-hosted the [Digital Advancement and Opportunity Regional Summit](#) at the University Leo F. Cain Library on October 9. The Summit gathered over 150 regional leaders and stakeholders from various sectors and issue areas to discuss regional digital inclusion priorities, showcase local community action and workforce development strategies, and promote long-term collaboration, partnerships, and sustainability within the County's digital equity ecosystem. More than 20 guest speakers from the Summit shared their best practices, knowledge, and wisdom with attendees. During the event, the [Delete The Divide](#) (DTD) Initiative Team partnered with the CSUDH WIN Team to provide 50 free laptops to qualified students attending the university. The laptops were distributed based on eligibility requirements related to need. This partnership ensured that participating CSUDH students have equitable access to technology, enabling them to succeed in their classes, extracurricular activities, and throughout their higher education journey. Additionally, Summit attendees engaged in a collaborative asset mapping activity to identify existing experiences, people, places, programs, resources, and services that could serve as a foundation for creating the first-ever Digital Equity Roadmap for Los Angeles County. (Reference Attachment, Figure 2-5)

Digital Equity Roadmap Strategic Planning and Co-Creation Process

On October 7, the County Board approved a [motion](#) to launch the strategic planning process for creating the County's first-ever Digital Equity Roadmap (Roadmap). This three-year strategic action plan represents a significant milestone in closing the digital divide across the region. It will ensure that County residents have fair access to and use of the internet, technology, digital skills, and support needed for daily activities. Currently, the County is engaging IBCC member organizations, external community partners, and stakeholder groups across sectors to participate in the Digital Equity Roadmap strategic planning process. Together, they will co-create community-centered strategies that foster digital progress, inclusion, and opportunity for every household. This Roadmap will build on the County's existing digital equity initiatives, aiming to expand and sustain these efforts through reliable funding sources. The strategic planning process is set to start in early 2026, with the

expectation that the final Roadmap will be released by mid-2026. (Reference Attachment, Figure 6)

Monthly Community Spotlights

In March 2025, the Director of Digital Equity launched IBCC Monthly Community Spotlights (Community Spotlights). The purpose of Community Spotlights is to recognize and celebrate the collective efforts of IBCC member organizations, which play a crucial role in implementing broadband and digital equity initiatives throughout the County. Community Spotlights specifically highlight broadband and digital equity achievements, community impacts, and successes by showcasing various programs, resources, and services led by IBCC member organizations throughout the County. The Director of Digital Equity will incorporate these programs, resources, and services into the asset mapping as part of the Roadmap strategic planning and co-creation process. In the attachment, Figure 7, you will find all 17 Community Spotlights featured in the 2025 calendar year.

Digital Equity Community Ambassadors Program

In February 2025, the Director of Digital Equity began the recruitment process for the inaugural IBCC Digital Equity Community Ambassadors Program. This pilot program offers a platform for residents to share their ideas, lived experiences, and thoughts on shaping digital inclusion resources and services, thereby promoting community-centered digital inclusion efforts across the County. Participants will be actively involved in developing the Roadmap through a strategic planning and co-creation process that emphasizes equity and inclusivity. Their input will help ensure that the Roadmap is grounded in community-focused strategies that meet the diverse and specific needs of County communities. Program participants will receive physical gift cards administered by the Director of Digital Equity to recognize their vital role in influencing the County's decision-making for the Roadmap. By early March 2025, over 160 residents had completed and submitted the Program Interest Form. By mid-March, more than 70 residents had also finished the Program Written Interview Form. Approximately 20 virtual interviews were conducted, resulting in the selection of six residents for the Program. On October 3, the Director of Digital Equity hosted an in-person Program Kickoff and Orientation Meeting for the selected participants.

(Reference Attachment, Figure 8)

General Membership Meetings and Training

The Director of Digital Equity has organized, planned, and conducted four IBCC General Membership Meetings and Trainings this year. These meetings are held bi-monthly (every other month) and have strengthened stakeholder organization networks, shared resources, improved grant programming, and built skills essential for the effective development, implementation, and management of Federal and State grant activities. An "Understanding AI to Advance Digital Equity" session was held for the September 2025 General Membership Meeting. The meeting provided IBCC member organizations and Digital Equity Community Ambassadors with best practices, resources, and tools to effectively and safely understand, use, and adopt artificial intelligence (AI) and digital equity within their respective cities, communities, and organizations. [Common Sense Media](#) administered a comprehensive AI framework. A total of 39 attendees participated in the meeting. The meeting received a 4.62

rating on a 5.00 Likert scale from the Feedback Survey completed by attending IBCC members and Digital Equity Community Ambassadors.

If you have any questions, please contact me at (323) 267-2101 or via email: MOwh@isd.lacounty.gov. Alternatively, your staff may contact Rebecca F. Kauma, Director of Digital Equity, at (323) 687-4119 or via email at RKauma@isd.lacounty.gov.

MO:QH:RK:rk

Attachment(s)

c: Executive Office, Board of Supervisors
 Chief Executive Office

Figure 1: Digital Inclusion Week Countywide Proclamation Presented by Office of Supervisor Holly J. Mitchell to the ISD Director and the Director of Digital Equity



From left to right Caroline Torosis, Rebecca F. Kauma, and Michael Owh,

Figure 2: Commendation Presented by Office of Supervisor Holly J. Mitchell to the CSUDH WIN Team



From left to right Dr. Justin Gammage, Caroline Torosis, Dr. Krystal Rawls, Rebecca F. Kauma, and Derrick Mims

Figure 3: ISD Director Providing Welcome Remarks to Summit Attendees



From left to right Michael Owh, and Rebecca F. Kauma

Figure 4: DTD Team Providing a Free Laptop Computer to a CSUDH Student



From left to right Blake Clayton (ISD), Moses Ledesma (ISD), and CSUDH Student

Figure 5: Summit Attendees Engaging in the Collaborative Asset Mapping Activity



Figure 6: Director of Digital Equity Presenting the Roadmap Strategic Planning and Co-Creation Process to Summit Attendees



From left to right Rebecca F. Kauma

Figure 7: Monthly Community Spotlights of IBCC Member Organizations

| Organization name | Organization type | Organization community spotlight activity | Month |
|---|------------------------------|---|------------|
| <u>EveryoneOn</u> | Non-profit organization | Device Distribution for Youth Impacted by the Eaton Wildfire | March 2025 |
| <u>Housing Authority of the City of Los Angeles</u> | Public housing entity | Creating Career Pathways through Peer-Led Digital Equity Programming | March 2025 |
| <u>ONEgeneration</u> | Community-based organization | Administering Essential Items to Residents Impacted by the County Wildfires | March 2025 |
| <u>Alliance for a Better Community</u> | Community-based organization | Digital Skills and Digital Equity Advocacy Training | April 2025 |
| <u>California State University, Dominguez Hills</u> | Higher education institution | Federal Connecting Minority Communities Pilot Program | April 2025 |
| <u>St. Barnabas Senior Services Los Angeles</u> | Community-based organization | Tech-Ed Classes | April 2025 |
| <u>City of Long Beach</u> | Local government entity | Digital Inclusion Resources Asset Map | May 2025 |

| | | | |
|---|-------------------------------|--|----------------|
| <u>Los Angeles Public Library</u> | Public library entity | Cybernauts Program | May 2025 |
| <u>City of Los Angeles Office of Mayor Karen Bass</u> | Local government entity | Vision Lab | June 2025 |
| <u>San Gabriel Valley Council of Governments</u> | Council of government | Broadband Needs Assessment and Strategic Plan Final Report | June 2025 |
| <u>Southeast Community Development Corporation</u> | Community-based organization | Power On: Computers + Digital Literacy | June 2025 |
| <u>Destination Crenshaw</u> | Community-based organization | Crenshaw Connected: Crenshaw Community Connectivity Pilot | July 2025 |
| <u>Los Angeles County Office of Education</u> | County-Related Agency | AI and Innovative EdTech Symposium | July 2025 |
| <u>YMCA of Metropolitan Los Angeles</u> | Community-based organization | Youth Institute Program and Annual Teen Film Festival | August 2025 |
| <u>Gateway Cities Council of Government</u> | Council of government | Gateway Cities Regional Fiber Optic Network | August 2025 |
| <u>City of Palmdale</u> | Local government entity | City of Palmdale Digital Access Fair and Laptop Distribution Event | September 2025 |
| <u>Los Angeles Digital Equity Action League</u> | Regional broadband consortium | Altadena and Pasadena Hotspots and Laptops Distribution Event | September 2025 |

Figure 8: IBCC Digital Equity Community Ambassadors with the Director of Digital Equity at the Program Kickoff and Orientation Meeting

