

INFORMATION TECHNOLOGY ADVISORY COMMISSION

The Cable Television and Information Technology Advisory Commission was originally established by County Board Resolution on August 12, 1980, as the Cable Television Advisory Committee. The charge was revised on December 15, 1987, to update its mission and decrease the membership by two members. On May 16, 1998, the County Board expanded the Commission's size by adding two members. The charge was further revised by the Board on December 14, 1999, to reflect technological advances that have resulted in a convergence of previously separate information technologies - cable television and other video delivery systems, telephony, digital data transmission, the Internet, and computerized information systems. To reflect the current scope of its activities as revised in this charge the new name will be the Information Technology Advisory Commission

The Information Technology Advisory Commission shall have the following duties:

1. **Monitor and Evaluate Franchises, Certificates and Similar Agreements:** Make recommendations to the County Board regarding franchises, certificates, and other similar agreements that are or should be reached between the County and companies seeking to provide within Arlington County cable television, other video delivery services, data transmission systems, or electronic information services and, where appropriate, monitor performance under and compliance with those agreements. **With regard to cable television franchise agreements, the Commission will provide review, oversight and advice with regard to all aspects of existing or proposed franchise holders operations include the provision of reliable and responsive services to the citizenry and business community, revenues to the County, PEG channels, as well as effective reporting on any problems or issues that may arise.**
2. **Serve as an Information Resource:** Serve as an information resource for the County Board regarding industry implications as they affect policy for all forms and types of information technologies and services. Where appropriate, the Commission will hold public hearings prior to County Board decisions regarding such matters and communicate the results of these hearings to the County Board.
3. **Make Recommendations Concerning Policy and Legislation:** Where appropriate, make recommendations, and provide data and documentation to the County Board regarding the availability, economic viability, and value of new video delivery services, data transmission systems and electronic information services as they relate to promoting industry competition, conserving energy and promoting the construction of "smart" buildings, fostering economic development, encourage tele-working, facilitating more efficient use of public transportation, and providing public access to information. The Commission shall also be apprised of and make recommendations regarding the development of legislation around issues spawned by the convergence of the various telecommunications and technology industries as they may affect the County, its citizens, its businesses and its educational systems.
4. **Meet with the County Board and provide an Annual Report:** Meet with the County Board in work session at the request of the County Board. The Chair of the Commission may also request a meeting with the County Board if the Commission feels that there are issues within the Commission's jurisdiction that require the attention of the Board. The Commission will also submit a written quarterly and annual report to the Board, whether or not a meeting is deemed necessary.
5. **Support the County Board in Efforts to Upgrade the Image of Arlington County as a 21st Century Information and Education Center:** Provide assistance in encouraging the growth in Arlington of advanced technology enterprises and research centers, leading university education and training services and facilities, and innovative IT systems within Arlington County. This

activity would be leveraged by the presence within the County of the National Science Foundation, research centers, universities, and high tech industry.

6. **Improvement of County Services Through IT Services:** Provide assistance in encouraging the use innovative tele-services and IT systems to improve the performance and efficiency of County services and to meet goals related to energy conservation, information dissemination, environment, and/or worker productivity as indicated by quantitative and/or qualitative performance measures.
7. **Encouragement of Green and “Smart” Building and Infrastructure:** In conjunction and in cooperation with the Planning Commission will assist in advising on urban infrastructure and buildings to ensure effective use of broadband wireless, satellite and fiber technologies so as to make these facilities more energy efficient, “green” and flexible so as to support emergency communications requirements, “smart energy” applications, telecommuting, innovative business, educational or training applications, and to allow future and cost-effective upgrades to County infrastructure.
8. **Emergency and Disaster Communications:** Advise with respect to effective, comprehensive and modernized emergency communications, E911 and IT systems—through both public and private channels for Arlington and, as appropriate, the Metro area.
9. **Non-Regulated Information Systems, Including Internet, Competitive Local Exchange Carrier (CLEC), Satellite and Wireless Communications Systems.** Advise on information or telecommunications matters and policy that might arise in such areas as Internet and IP transmissions, Competitive Local Exchange Carriers, Wi-Fi and Wi-Max systems, and licensed and non-licensed wireless and satellite systems.
10. **Assessment and Evaluations:** Provide assessments and evaluations of the effectiveness and cost efficiency of new information or telecommunications systems using appropriate performance measures and particularly in response to requests by the County Board.
11. **Public Forum and Citizen Sub Groups:** With the concurrence of a majority of the Commission’s members, the Commission Chair may ask the County Board to establish ad hoc citizen subgroups or task forces or work with organizations in the County to conduct public forums related to IT services and technology in order to assist the Commission in its work. Any such ad hoc group or task force or public forum shall include two Commission members selected by the Commission Chair. The Commission will also seek to coordinate its work with other relevant Advisory Commissions as well as the School System under the guidance of the County Board.

The Cable Television and Information Technology Advisory Commission shall be composed of thirteen (13) members appointed by the County Board for three (3) year terms. The Chairman shall be designated by the County Board annually in December.

ADOPTED BY ARLINGTON COUNTY BOARD ON DECEMBER 15, 1999; LATEST REVISION MAY 5, 2007