

**DRAFT**  
Minutes  
California Teleconnect Fund (CTF) Administrative Committee Meeting  
CPUC Room 3212  
February 22, 2013 (9:15 am–2:45 pm)

Chairman Selken called the meeting to order at 9:15 am.

Members present: Russ A. Selken, Richard Matthews and Captioner Jennifer Rodrigues, Calvin Chang, Linda Crowe and alternate Donna Truong, Alik Lee, Jeff Mondon, Ana Montes, Sean McLaughlin

Public participants: Robert Lehman from DRA

Staff present (until 10:05 am): Jonathan Lakritz, Faline Fua, Larry Hirsch, Karo Serlé, Lauren Saine, Sindy Yun

1. Introductions
2. Public comments

Robert Lehman has been assigned to draft DRA's Comments in response to the CTF Order Instituting Rulemaking (OIR) and explained what DRA hoped to accomplish.

3. Approval of minutes

The minutes of the January 11, 2012, meeting were approved unanimously, upon motion of Linda Crowe and second by Jeff Mondon.

4. Discussion – Order Instituting Rulemaking (OIR) to draft letter to CPUC Executive Director providing informal comments in response to the California Teleconnect Fund OIR.

Russ Selken asked about the OIR process; Jonathan explained that after the comments and reply comments were received, the Assigned Commissioner, Commissioner Peterman, would issue a Scoping Memo with a schedule of hearings, if any. Ana Montes asked if the committee could request Public Participation Hearings, and Sean McLaughlin suggested that the committee hold workshops or public input sessions. Alik Lee said that the DDTP program has conducted public meetings.

Sindy said that, although the Committee cannot be a party to the proceeding, the Legal Division is researching how the Commission could take formal notice of the committee's input or have the input be part of the record.

Ana asked if committee members could brief Commissioner Peterman on the purpose and history of the program; Sindy advised that they could if the meeting conformed with Bagley-Keene requirements and if the members selected had the approval of the committee to speak on its behalf. She also suggested that the committee could invite the Commissioner to a meeting.

Richard Matthews asked if this OIR was part of the national discussion regarding the administration of the Lifeline program, and Jonathan said it was intended only for the CTF program but that the Commission also has an open proceeding to review the Lifeline program.

The members discussed procedural options, and Sindy advised that the committee could provide input throughout the proceeding, not a party, but by submitting its views in a letter to the Executive Director, with copies to the Commissioners, staff and/or parties in the proceeding.

#### 5. Next meeting date and agenda

The next meeting will be held on April 26, 2013, from 9:30 am – 3:30 pm. Richard Matthews said he would withdraw his request to place a report on CTF expenditures by county on the next meeting's agenda, since the committee had already discussed that issue.

Russ Selken requested staff to provide information on expenditures by segment (type of technology), expenditures by category, and expenditures by category by segment. Ana Montes requested the information similar to how RHA categorized the nonprofits, and Jonathan asked that she send her question in writing, explaining in detail the information she would like.

Staff was excused at 10:05. The committee discussed their response to the OIR. Staff rejoined the committee at 2:30 pm. Linda Crowe, Donna Truong, and Jeff Mondon were no longer present.

Sean McLaughlin moved to authorize the chair to meet with Commissioner Peterman regarding the OIR schedule; the motion was adopted unanimously upon second by Calvin Chang.

Russ Selken moved to authorize the chair to send a letter to the Executive Director, with copies to appropriate staff, advising them that the CTF-AC committee would submit advice in response to the Comments and Reply Comments filed in the proceeding. The motion was approved unanimously upon second by Calvin Chang.

The meeting was adjourned at 2:35 pm

April 26, 2013

The Committee met informally on April 26, 2013. The meeting was publicly noticed. A quorum was not present. Committee Members present were Russ Selkin, Calvin Chang, Ana Montes, and Jeff Mondon. The Committee used this meeting as a working session

Ms. Fua reminded members to nominate their alternates (TURN, Access Humboldt and Department of Ratepayer Advocates) and Ms. Ana Montes asked for the process of nominating an alternate which Ms. Sindy Yun provided.

Ms. Montes asked for clarification of the conflict of interest policy to potential Administrative Committee (AC) members regarding sub-contracting. Ms. Yun response was that the CPUC Legal Division

had not found conflicts in comparison to the Deaf and Disabled Telecommunications program (DDTP), but that the CBO members would need to recuse themselves from voting on sub-contracting.

Communications Division Staff presented its reports.

Ms. Montes asked about the implications of lap top air cards on the Fund, and about outreach costs and when the outreach contract would expire.

Mr. Chang asked how the Department of Finance (DOF) audit would affect budget process such as forecasting of the Fund. Ms. Fua responded by stating that CD would be implementing new budgeting and forecasting procedures.

Ms. Fua presented CTF Discounts by service. Mr. Chang expressed concerns about the increases in Voice services.