

California Teleconnect Fund (CTF) Administrative Committee (AC) Meeting

State Library, Sacramento

August 20, 2018

Meeting called to order at 10:05 am.

1. Introductions

Committee Members Present: Sean McLaughlin-Access Humboldt (Chairperson, CBOs), Saira Pasha-AT&T(LEC), Jarrid Keller-Sacramento County Library (Libraries), Sonya Edwards-California Department of Education (Education), Calvin Chang-UC Davis (Vice-Chairperson, Government Hospitals and Health Clinics), Ravneet Kaur (Public Advocates Office) via phone

CPUC Staff Present: Lisa-Marie Clark (Legal) via phone, Lisa Paulo (CTF), Andrew Aliabadi (CTF), Robert Sansone (CTF), Karo Serle (CTF), Eric Van Wambeke (CTF)

Public Participants Present: Kim Lewis (CENIC-via phone), Eric Brown (CTN) via phone, Keith Smith (Education Alternate)

Absent Members: Committee Members Richard Mathews (Persons with Disabilities), Ana Montes-TURN (CBO), Jeffrey Mondon-AT&T (LEC)

2. Public Comments on Non-Agenda Items

No public comments.

3. Review Agenda

Approved.

4. Review and Approve Prior Meeting Minutes

Approved.

5. Update Action Items from last Committee Meeting

Action Item: CTF Staff will continue to work on how to display addresses for CBOs, Committee Member Mondon will continue to monitor AT&T instances of CBO address queries.

Status: Staff member Serle will check in with Saira Pasha to hear any concerns they may have.

Action Item: Subcommittee McLaughlin and Mondon to propose changes to the charter at the next meeting.

Status: No Updates

Action Item: Committee member McLaughlin will contact Committee member Mathews for his availability. Staff member Paulo will provide Committee member McLaughlin with Committee member Mathew's contact information.

Status: Committee member McLaughlin reached out to Committee member Mathews and has not heard back. Committee member McLaughlin mentioned that we should move on to a new person.

Action Item: All AC members should be on a service list and have updated contact information.

Status: Committee Member Chang asked to remove contact information from Committee members. Staff Member Van Wambeke will check in with legal on our obligations to post contact information and additionally with IT to setup a contact inbox. However, Excel or a PDF might be sufficient.

Action Item: Committee Member McLaughlin will create a letter to send to organizations to fill AC Board. Staff Member Clark will notify the committee on how to discuss the letter before the next quarterly meeting.

Status: Pending

6. Update on Application Status

Staff member Serle reviewed CTF applications status.

7. Update on CTF Claims and Program Financial Status

Staff member Aliabadi discussed CTF claims, budget and forecast.

8. Status on CTF Order Instituting Rulemaking

Staff Member Serle presented information on the OIR, which was discussed.

9. Annual Work Plan – Suggestion to Commission to revisit outreach

Moved to next meeting

10. Discuss Model to Prepare Mission Statement

Moved to next meeting

11. Working Meeting to Prepare Annual Report

Moved to next meeting

12. Review Proposed Red Lined Charter Changes

Moved to next meeting

13. Pending Legislation

Staff member Clark will send FCC Net Neutrality proceeding briefing to Committee.

14. Update on Vacant Committee Positions

The Committee approved the application of Eric Brown as a voting member. The Committee will then submit the application to the Executive Director. The discussion of Community Colleges will be addressed in the Charter Review section of the Agenda.

15. Identify items for next Agenda

Agenda will be the same, anything deferred.

Action Items for next meeting:

Staff will reach out to Committee Member Pasha regarding potential customers that are using dial-up service.

Staff member Clark will send FCC Net Neutrality proceeding briefing to Committee.

AC meeting adjourned at 1:41 p.m. The next meeting is Monday, December 3rd