

FINAL

**CHCF-A Administrative Committee
Meeting Minutes for November 15, 2018
10:00 A.M.**

Venues

California Public Utilities Commission 505 Van Ness Avenue Golden Gate Room San Francisco, CA 94102	Alternate Public and Teleconferenced Locations: Junipero Serra State Office Building 320 West 4th Street, Suite 500 (Corner of West 4th Street and Broadway Street) Los Angeles, CA 90013 Phone Bridge Access 1.877.692.8578 When prompted type in 7035345 #
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Attendees

Stephen Kalish (Committee Member, Chair)	Alternate CBO
Stan Lee (Committee Member)	Primary, CBO
Patrick Hoglund (Committee Member)	Public Advocates Office
Sindy Yun	CPUC, Legal
Michelle Morales	CPUC, Fiscal
Felix Robles	CPUC, Communications Division
Dorris Chow	CPUC, Communications Division
Tom Laxton	CPUC, Communications Division
Kevin Pardo	Public Advocates Office

Note: Only Committee Members can vote.

1. Introductions

The Chair called the meeting to order at 10:05 a.m. Attendees introduced themselves. Roll was taken. A quorum was present.

2. Public Comments-There were no public comments.

3. Approval of the August 16, 2018, Public Meeting Minutes

Stephen Kalish pointed out that there was no mention of a motion to approve the minutes. Patrick motioned to approve the minutes, the minutes were approved.

4. Administrative Services-Fiscal Services

Michelle Morales presented financial statements, which include expenses and balances for the most recent quarters for the current FY and prior FYs. Felix Robles noted that the end of year balance decreased due to increased CHCF-A support which includes General Rate Cases

for Ponderosa, Calaveras, Sierra and Cal-Ore. There was a decrease of \$6.8 million on 9/30/18 compared to 9/30/17. The CHCF-A Fund currently has a healthy balance and a seven month surplus.

5. Liaison Reports

Comment Process for Broadband and Competition Study

Dorris provided the process on how the Committee can provide comments on the Broadband and Competition Study released on October 5, 2018. If the Committee would like to weigh in on the study, the Committee can send a letter to the service list and cc Central Files, asking Central files to put the letter in correspondence file in the proceeding. Then, if the assigned ALJs or assigned commissioner would like to make that letter part of the record, the ALJs would issue a ruling attaching the letter and asking parties to comment on the letter. The ruling and responsive comments would become part of the formal record maintained by docket office.

Dorris Chow gave highlights of the Broadband Study and Sindy provided background information. Stephen Kalish questioned whether the cable and the retail wholesale revenues were included as part of the study and the answer is no. Stephen Kalish and Stan Lee had not reviewed the study yet. Stan Lee did not receive notice on the study because he was not on the service list to R.11-11-007. Sindy Yun asked Stephen Kalish to send any specific questions he had about the Broadband Study to her via email.

Sindy suggest that the Committee come up with the content of the letter in a “working group”. The Committee agreed, and the working session will take place on Monday, February 4, 2019 to discuss the letter. The working session will be conducted by phone with Patrick Hoglund reserving a room at the PUC. Stephen Kalish and Stan Lee will call in. Stephen Kalish wants the teleconference information to be shared.

[Updates following the meeting: Dorris sent Stan Lee a copy of the Broadband and Competition Study on Nov.15, 2018]

Teleconference

There was a discussion about whether the Committee member could dial remotely from their private location for the “working group” meeting or any future Administrative Committee meeting. Sindy said yes and mentioned there was a new state law regarding teleconferencing but she has to check on whether the location of the member participating remotely would need to be disclosed in the public notice.

[Update following the meeting: On November 16, 2018, Sindy emailed the Committee Members the information on the Bagley-Keene Act regarding teleconference and requested that be discussed in the next committee meeting before we determine whether to apply it or not.]

Resolution to Reduce Number of CHCF-A Meetings

Sindy explained that it is not feasible for CD to issue a resolution to reduce the minimum number of CHCF-A AC meetings by two per year due to resource restraints. It is agreed that three weeks prior the tentatively schedule meeting date, CD staff will email Stephen Kalish the proposed agenda items, and then the Committee can decide on whether to cancel the meeting.

CPUC Website

Stephen Kalish wants the CHCF-A website updated to have a current charter and meeting minutes.

6. New Agenda Items for Next Meeting

Report update on the Committee working session and Teleconference.

7. Future Meeting Date-February 12, 2018.

8. Adjournment

Meeting adjourned at 11:36 a.m.