

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

California Public Utilities Commission
505 Van Ness Avenue- Golden Gate Room
San Francisco, California 94102

Monday, March 2, 2026

The meeting called to order at 10:32 a.m.

1. Introductions

Committee Members Present:

Jarrid Keller, Chair (Sacramento Public Library, Public Library Primary)- In Person, Geoff Belleau, Co-Chair (California Department of Education (CDE), Education)- In Person, Saira Pasha- (AT&T, Local Exchange Carrier) -Virtually, Madison Alcalay (Public Advocates Office Primary)- In Person, Prescott Matthews (Public Advocates Office Alternate)- In Person, Kenneth Rothschild (Deaf/Hard of Hearing)- In Person, Josh Chisom (California State Library, Public Library Secondary)- Virtually, Sean McLaughlin – (Access Humboldt, Community Based Organization)- Virtually.

Roll Call: A quorum was met.

Committee Members Absent:

Max Perrey (Redwood Community Health Clinic, RCHC).

CPUC Staff Present:

Lina Khoury (CTF)- In Person, Joy Alba-Librojo (CTF)- In Person, Connie Wong (CTF)- In Person, Gordon Huang (CTF)- In Person, Peter Chang (CTF)- Virtually, Daniel Lyulkin (CTF)- Virtually, Kirsten Muetting (CTF)- Virtually, Mary Penno (CTF)- Virtually, Dylan French (CTF)- Virtually, Gelareh Safavi (Consumer Programs)- Virtually, Enrique Gallardo (Legal)- Virtually, Joseph Haga (CTF IT)- In Person.

Public Participants Present:

Kelly Clark (Sacramento Public Library)- In Person, Bubba Donighi (Public Advocates Office)- Virtually, Cindy Fong (Public Advocates Office)- Virtually, Kim Lewis (CENIC)- Virtually, Shatriece Lewis (Jan's Dream) – Virtually, Melissa Kate (United Way Monterey County) – Virtually.

2. Public Comments on Non-Agenda Items

- No comments.

3. Review Agenda

- Reviewed by the Chair Jarrid Keller and no changes were made.

4. Review and Approve December 1, 2025, Meeting Minutes

- Madison Alcalay motioned to approve meeting minutes. Lina Khoury (CTF) second the motion.
- Roll call vote. AC Members voted all in favor.

- December 1, 2025 meeting minutes were approved.

5. Action Items & Updates from Last Committee Meeting

- a. Continuation of strategic planning to ratify in March AC meeting
 - Overview of changes: (1) Formatted to Ariel font for readability and consistency, (2) Timeline shifted from 2025-2027 to a new 3-year window starting in “2026 through 2028”, all timelines were updated to reflect this, (3) Mission Statement was modified per recommendation from the last meeting, (4) Updates to Goal 4 and Goal 5 were made per recommendation from the team.
 - Sean McLaughlin motioned to approve and Saira Pasha seconded. Lina Khoury (CTF) lead the roll call vote: Geoff, Jarrid, Sean, Saira, Madison, Kenneth – all approved, Max absent. Motion passed, [Strategic Plan](#) was approved.
- b. Staff provide clarity on Executive Director appointing the alternatives as well as appointed nominations
 - Lina Khoury (CTF) received clarification that the CPUC does not appoint alternatives or nominate any AC Members.
 - Gelareh Safavi (Consumer Programs) confirmed that Lina is correct. The Director and Executive Director mentioned that there wasn’t an option for the CPUC to suggest or reach out to anyone to become a member. The best approach was to reach out through an announcement flyer and provide outreach to the public. This was the only pathway and the team pursued. The team is noticing results as a result of these efforts.
 - Lina Khoury (CTF) provided updates on the contributions from CTF staff’s AC Member Vacancy flyer, with the suggested edits from the Chair Jarrid Keller and Co-Chair Geoff Belleau. The flyer was circulated to approximately 10,000+ email addresses. CTF will provide more updates on this item at a later time.
- c. Chair Jarrid Keller and Co-Chair Geoff Belleau to look into potential alternative sites to host future AC meetings.
 - Chair Jarrid Keller and Co-Chair Geoff Belleau had a discussion on this, and the heavy lift is due to AV set-up limitations. Therefore, it’s difficult for them to find another library site to host the AC Meetings. Otherwise, the CPUC would have to rent a location and pay for it, but due to the current budget challenges, that may not be the best option.
 - Seeking AC Members to host future meetings at their locations. Need locations for September 2026 (otherwise it will be held in San Francisco) and for December 2026 (otherwise it will be held Sacramento). A different location is something the AC meeting has been experimenting with.
 - Sean McLaughlin could possibly host a meeting at a public venue like the Eureka City Council, Eureka Chamber of Commerce, and have a virtual meeting. Chair Jarrid Keller prefers meeting in person. Co-Chair Geoff Belleau suggested a meeting in Southern California, so that Kenneth Rothschild doesn’t have to travel for that meeting. Sean McLaughlin suggested meeting at the

CPUC Los Angeles or San Diego meeting rooms. Peter Chang (CTF) confirmed that the CPUC have access to a meeting room in downtown Los Angeles. Chair Jarrid Keller is trying to get as much variety in other locations to increase public attendance in 2026.

- **Action Item:** AC Members who are interested in hosting, please contact Chair Jarrid Keller and Co-Chair Geoff Belleau about suggestions.

6. Discussion of Administrative Committee Vacancies

- Chair Jarrid Keller stated that for many years, the AC Committee has been struggling to fill its vacancies. December 2025 was the first time in 10 years that they have not reached quorum. On January 29th 2026, CTF staff and Co-Chair Geoff Belleau did outreach, and they received 16 verified applications from 3 different sectors. This is the most applications the AC Committee has ever seen.
 - a. Community-Based Organizations- (*Primary and Alternate vacancies*).
 - i. 10 CBO sector applications
 1. San Diego Futures Foundation
 2. San Francisco SPCA
 3. Counseling4Kids
 4. Human-I-T
 5. Email (not specified)
 6. Two Bit Circus Foundation
 7. Early Kidney Detection Foundation (EKDF)
 8. Jan's Dreams
 9. Application (not specified)
 10. CSA Riverside
 - b. Public and Private Schools- (*Alternate vacancy*).
 - i. 5 Education sector applications
 1. West Hills Community College District (RUBICON)
 2. Holy Rosary Catholic School
 3. Notre Dame High School
 4. Switzer Learning Center
 5. Fresno Unified School District
 - c. Local Exchange Carrier- (*Alternate vacancy*).
 - i. 1 Telcom sector application
 1. T-Mobile
 - d. Deaf/Hard of Hearing- (*Alternate vacancy*).
 - i. None.
 - e. Public Hospitals and Clinics- (*Primary and Alternate vacancies*).
 - i. None.
 - f. Rural Clinics and Telemedicine- (*Alternate vacancy*).
 - i. None.
- Chair Jarrid Keller said the application period is still open and there is no set deadline yet.
- **Action Item:** If the Committee is open to it then, Chair Jarrid Keller and Co-Chair Geoff Belleau will proceed with reviewing the applications and narrow down the applicants to the top 2 finalists from each sector, and at the June 2026 meeting will invite the finalist

to the in-person June AC meeting. Therefore, the whole group can have a chance to talk to them and see if they're good representatives of their sector.

- Co-Chair Geoff Belleau mentioned that they didn't get any responses from the other sectors and there should be another targeted outreach approach for:
 - Public Hospitals/Clinics- (*Primary and Alternative vacancy*)
 - Rural Clinics/ Telemedicine- (*Alternate vacancy*)
 - Deaf/Hard of Hearing- (*Alternate vacancy*)
- Co-Chair Geoff Belleau reached out to the SHLB Organization, who represents all of their (CDE) segments at the federal level for E-Rate, and they don't have anyone in medicine or rural health (since there are none in California), however they will still reach out if there's someone in that segment.
- Chair Jarrid Keller is open to meet if a 3rd AC Member is interested in the application review process.
- Saira Pasha commented that she was happy to see many applications. She appreciated this effort to receive these many applications, since the past ~8-9 years of serving on the AC Committee. Additionally, she was glad to see that T-Mobile was one of the applicants. She's looking forward to attending in person in Sacramento.
- Sean McLaughlin welcomed others to reach out to him for questions about the CBO vacancy.
- **Action Item:** Chair Jarrid Keller and Co-Chair Geoff Belleau will proceed with reviewing the applicants and narrow it down, so that they can provide everyone with a candidate brief, prior to the June meeting, with hopes of interviewing and nominating the candidates so that more seats can be filled in September 2026. The goal is to interview AC candidates in June 2026 and proceed with nominations so they could be official this summer.

7. 2026-2028 Strategic Planning Discussion

- Ratified and a final version will be provided to the Commission.

Break at 11:02 am - 11:12 am

8. eCAP Update

- a. Applications/Recertifications
 - Daniel Lyulkin (CTF) presented on the CTF applications received during the 4th quarter in 2025. CTF received 175 applications in total.
- b. Program Finances
 - Joy Alba-Librojo (CTF) presented on the CTF fund status report as of December 31, 2025. A total of \$9.3 million in claims have been paid for the first half of the fiscal year, July-December 2025, and will continue to increase into the last half of the fiscal year, January-June 2026. The CTF cash balance from the State Controller's Office revenues have been steadily dropping from the beginning of the fiscal year 7/31/2025 from \$6.6 million and 12/31/2025 to \$2.0 million; due to the CTF allocation rate dropping down from \$0.13 to \$0.06 which was effective on 8/1/2025.
 - Sean McLaughlin had a question about the State Controller's cash balance as of Dec 31, 2025. He wanted to confirm that the trend line is showing less revenue than expenses for the month in December 2025, therefore the revenues were lower

because the allocation rate went down. The expense for that period's expense exceeded revenues? Joy Alba-Librojo (CTF) confirmed his question.

c. Claims

- Peter Chang (CTF) presented the claims from each entity that were paid from October to December 2025. It's a similar trend line from 2024 and 2025 however the amount has been consistent annually and there are no big fluctuations.

9. CTF Outreach

- Co-Chair Geoff Belleau had a question about schools recertifying. How many schools are active in eCAP, so they can login and recertify? Possibly resend the login information to them again (similar to 2023)? There are different superintendents over the years. Is there a way to reimport the information again and ask schools to recertify?
- Co-Chair Geoff Belleau wants to help with this effort, since his team wants to do the outreach, specifically to help them login and recertify. CTF program is an important program for their schools.
- Lina Khoury (CTF) mentioned that there's a participant list of schools. However, the contact listed in the eCAP report, for which of them have logged in, or if the contacts are not the same then the automatic recertification letter may not make it to the correct person.
- Chair Jarrid Keller commented that he would like libraries to avoid the issue of logging in and recertifying too.
- **Action Item:** Lina will look into the eCAP reports for schools and libraries on recertification. (Completed)
- Connie Wong (CTF) summarized the joint webinar that the CPUC and CDE held on January 13, 2026 on the E-Rate vs CTF on Mobile Broadband webinar. There were over 65 attendees. Appreciated Co-Chair Geoff Belleau's partnership and contributions with the webinar. The webinar topics were on funding and recent changes from the two FCC orders on E-Rate support on Wi-fi Hotspots. The Sept 30, 2025 FCC Orders (FCC 25-62 and FCC 25-63) rolled back mobile applications, hence the CPUC filed a petition to reconsider its prior expansions of the E-Rate program. The webinar included live demonstrations for the application process for schools and libraries, as well as highlighting recertification requirements and how service provides submit claims. Topics covered also included the E-Rate's Category 1 (external connection that provides data transmission services), and Category 2 (internal connections that include equipment and services necessary for distribution of broadband connectively throughout a school or library building). The presentation and the recording is available on the [CTF's Program Outreach and Education website](#).
- Connie Wong (CTF) continued the summary of the CTF team's contributions for outreach to the AC Member vacancy flyer, on January 29, 2026. The flyer was available in 3 languages (English, Spanish and Chinese) and was distributed to social media channels and networks such as Facebook, LinkedIn and X. There was a great turn-out.

- Chair Jarrid Keller appreciated CTF staff’s outreach contributions for vacancies and was excited to receive so many applications.
- Co- Chair Geoff Belleau is interested to see how many schools take advantage of the mobile hotspots.
- Kim Lewis had a suggestion for recertification, to have the messaging come to the AC Members so that the information can be clear. Most CBOs don’t have multiple locations. But most schools, libraries and community colleges tend to have more than one site that is receiving service. To ensure that every single location that is receiving service is included on their application for recertification, because that is a big change for people who originally came into the program. Is the plan that every single location has a unique CTF ID Number? Also, if you know if the district or the library jurisdiction has one number for all of their locations—as long as all the locations are listed under that application?
 - Lina Khoury (CTF) confirmed that each service location will receive a CTF ID number.
- Kim Lewis is concerned/confused that not every location may have a CTF ID, because they created their account under the district, so they may not have an individual location that is going to receive a recertification notice.
 - Lina Khoury (CTF) responded that CTF team will need to look into this further.
- Co- Chair Geoff Belleau is familiar with the recertification process. But now, would each school address be separated in the portal? Would like a demo on this.
- **Action Item:** Demonstration on how recertification works in eCAP to the end user, and the list of schools for the superintendents/school districts (current approved locations and new locations enrolling process). (Completed)
 - Kirsten Muetting (CTF) replied that the eCAP account is not tied to one location, you can have each individual location have its own CTF ID without having separate eCAP accounts. So, when someone logs in they can see all those service addresses listed there.
- Kim Lewis would like clarity on the letter of approval and if service providers can add the new CTF ID to those locations?
 - Saira Pasha once the solution is up and running, would like a working call with all the stakeholders on this call to see how the whole experience would look like.

10. OIR Update

- Gordon Huang (CTF) summarized the current status of the Order Instituting Rulemaking 25-08-005. The available scoping memo was issued on February 2, 2026, the pre-hearing conference transcript is also available, a tribal questionnaire will be available in the Tribals Outreach and Communications newsletter, and there will be a rulemaking workshop sometime in the Quarter 2 of 2026.
- Sean McLaughlin clarified if the original OIR will also include a staff proposal?
- Gordon Huang (CTF) confirmed there will be a staff proposal at the end of Quarter 3 in 2026.

- Sean McLaughlin additionally would like clarity if AC members are also in the OIR proceeding? In the past, there were some questions and concerns about the AC members participating in the OIR, due to conflict. Historically, the advice they were given was that if a different person (other than the AC Member) from the same organization intervenes then that would be okay. He would like to encourage CTF staff to ask AC members for whatever help is appropriate.
- Chair Jarrid Keller confirmed that it correct based on the past advice that was given.
- Saira Pasha asked about logistics of the workshop for Quarter 2 in 2026 (in-person or virtual meeting)?
- Gordon Hung (CTF) confirmed that the meeting will be virtually, but more information will be available at a later date.

11. Update on Los Angeles County Office of Education (LACOE)

- No updates.

12. Pending Legislation

- Kim Lewis (CENIC) provided that there are no CTF legislations at this time. Although there are legislations for other Public Purpose Programs, such as the California High Cost Fund A & B, and the LifeLine Program, but none for CTF.

13. Discussion on statewide AC meetings (Los Angeles, Central Valley, Eureka)

- Chair Jarrid Keller mentioned the next meeting is scheduled for June 1st in Sacramento, but the library serves as a ballot box location and includes in-person voting, so he's proposing to move the June meeting to June 8th.
- **Action Item:** The next meeting will be on June 8th in Sacramento, CA at 10:30 am. Majority agreed.

14. Agenda Items for Next Meeting

- **Action Item:** Chair Jarrid Keller and Co-Chair Geoff Belleau will choose top candidates to fill the vacancies and their recommendations to nominate at the June AC meeting. AC recommended that interested candidates should attend in-person in Sacramento, CA for the team to talk to them. Therefore, a significant amount of time will be dedicated to that for that meeting, so that they can be effective at the September 2026 meeting.
- **Action Item:** Will discuss workgroups in June to implement some of the Strategic Plan items.
- **Action Item:** Continued program updates from CTF staff.

15. Confirm scheduling of June 2026 AC Meeting

- Next AC Meeting: Monday, June 8th in Sacramento, CA at 10:30 am. Location is at the Sacramento Public Library- West Meeting Room.

Madison Alcalay motioned to adjourn the meeting and Co-Chair Geoff Belleau second the motion. All were in favor, and the meeting was adjourned.

Meeting adjourned at 11:58 am