Minutes of CHCF-B Administrative Committee (AC) Meeting
May 10, 2018 at 10:30 am

Adopted

Venue
California Public Utilities Commission
505 Van Ness Ave., Room 3204
San Francisco, CA 94102

Attendees
Primary Members
Patrick Hoglund, ORA
Michael Foreman, AT&T
Charlie Born, Frontier

Liaisons
Michelle Morales, CPUC – Fiscal Office, CPUC – Fiscal Office
Tom Laxton, CPUC – Communications Division

Others
Felix Robles, CPUC – Communications Division
Dorris Chow, CPUC – Communications Division
Sindy Yun, CPUC – Legal Division
James Ahlstedt, CPUC – ORA

1. Introductions

2. Announcements

Richard Maniscalco, CHCF-B Administrative Committee Liaison of Communications Division has retired. Miriam Sidney has transferred to the Licensing and Compliance Filing section within CD's Carrier Oversight & Programs Branch. Tom Laxton will take the minutes for future CHCF-B (AC) meetings.

3. Public Comments – None

4. Review and Approval of Minutes
Patrick Hoglund motioned to review minutes from January 4, 2018. Aside from minor punctuation errors, the committee proposed no changes to the minutes. This meeting was rescheduled from April 26th to May 10th. Patrick Hoglund, Charlie Born and Mike Foreman moved to approve and adopt the minutes.

5. Liaison Staff Reports

a. Fiscal Report

Michelle Morales will update the line 22 notes addressing the $7.406 million transfer to fund 3302, and correct the transaction date to 3/6/2018. Repayment date has been confirmed as July 1, 2019.

b. Legal Report

Sindy expects both the CHCF-A and CHCF-B funds to be extended for four more years (scheduled to sunset 1/1/2019) by the state assembly and senate.

c. Communications Division

The fund balance and options paper has been reviewed within CD, but must presented to the finance committee at its May 30, 2018 meeting prior to the May 31 Commission meeting. This meeting will be public. CD will continue with the state fund's budget amount for the time being until it receives further direction.

6. Other Administration Matters

a. Patrick Hoglund needs to confirm that the new ORA supervisor will be an alternate;
b. An Annual Report must be submitted for a fall date. The date must be confirmed;
c. A consolidated Draft Resolution for the 2019-20 B-Fund budget is scheduled to be served on June 12th for the July 12th Commission meeting.

7. New agenda items for next meetings

a. Review and approval of minutes;
b. Contact committee members who are still listed but not attending meetings;
c. B-Fund webpage should be updated to reflect any changes to this list;
d. Discuss adopted budget from Resolution T-17615;
e. Discuss annual Report;
f. Mike Foreman will look into alternate committee members;
g. A reminder to complete the 700 Form should be added to future agendas and emails.

8. Date and Time for future meeting:

a. The next meeting will be held on Thursday, July 26, 2018 from 10:30 am to 12:00 pm;
b. Michelle Morales noted that the CPUC is transitioning to a new accounting system and that some fiscal year end numbers may not be available for the July meeting, and may not be available until November;
c. The meeting was adjourned at 11:23 am;