California High-Cost Fund-B Administrative Committee
Meeting Minutes for Tuesday, May 19, 2026, 10:00 AM

Attendees:

Committee Members

- Jenny Smith, Frontier (Chair)
- Bixia Ye, Cal Advocates Office
- Chrystian Villareal, Cal Advocates Office (Alternate)

CPUC

- Sindy Yun, Legal Division
- Lalaine Semana, Fiscal Office
- Saraf Tarannum, Communications Division
- Sandy Lam, Communications Division
- Sky Staes, Communications Division
- Diego Cerna, Communications Division

Agenda:

1. **Introduction – Jenny Smith, Chair**
   Jenny Smith observed that a quorum was present and called the meeting to order at 10:04 AM. New team member from CD, Sky Staes, introduced himself to the Administrative Committee.

2. **Announcements**
   Sindy Yun broadly interprets the quorum rules about voting to the proposed budget. Typically, two people need to vote, and Jenny Smith recused herself from voting because she represents utility carrier. As a result, only Bixia Ye from Cal Advocates is eligible to vote. Since there is only one person eligible to vote, there will be no majority. So, budget proposal would not be voted out.

3. **Public Comment**
   None.

4. **Review and approval of February 26, 2026 Meeting Minutes**
   No revisions were proposed on February 26, 2026, meeting minutes. Bixia Ye motioned to approve the minutes. Jenney Smith seconded to approve. The committee voted unanimously to approve February 26, 2026, minutes. The minutes will be posted on the CHCF-B AC webpage.

5. **Budget Proposal for FY 2027-28**
   Sandy Lam presented the proposed budget for FY 2027-28. As discussed, there is no quorum to be able to vote on the proposed budget. Cal Advocate did not oppose the budget.
6. **Liaison Staff Reports**

   a. **Fiscal Report – Lalaine Semana**
      Lalaine Semana presented the Fiscal Report for the CHCF-B Fund as of April 30, 2026.

   b. **Communications Division – Sandy Lam**
      CD updated the website with the most recent items.

7. **Administrative matters:**
    a. **Recruitment/nominations of PPP Administrative Committee Vacancy:**
    The agenda item has been moved to the next meeting since Saira Pasha was not present the did not submit necessary documents to the committee chair and CD.
    b. **CHCF-B Annual Report**
    The annual report is due on September 1, 2026. Committee chair will prepare the draft annual report before the meeting and CD staff will support as necessary.

8. **New agenda items for the next AC meeting**
    a. Standard items
    b. Voting on new committee member's nominations
    c. Discussion on filling up vacancies for the other positions

9. **Proposed date and time for next meeting**

The next meeting has been scheduled for August 19, 2026, at 10:00 AM.

Meeting adjourned at 10:40 AM.