**California Public Utilities Commission**

**505 Van Ness Avenue, Golden Gate Room**

**San Francisco, CA 94102**

**June 23, 2017**

**1:00 PM – 4:00 PM**

Present (Committee Member)

* Jeff Mondon (AT&T)
* Michael Foreman (AT&T)
* Marcie Evans (Cox Communications)
* Yvonne Wooster (Calaveras Telephone Company)
* Ken McEldowney (Consumer Action)
* James Ahlstedt (ORA)

Present (CPUC Staff)

* Anna Jew (CD)
* Fe Lazaro (CD)
* Michaela Pangilinan (CD)
* Tina Lee (CD)
* Kim Hua (CD)
* Patricia Cassaro (CAB)
* Josie Montero (ORA)

Present (Public)

* Thomas Burns (Conduent) via phone
* Alex Gudkov (Conduent) via phone
* Bill Allen (Conduent) via phone

1. **Introduction**: Ken McEldowney, Chair

* Everyone introduced themselves to the group
* Introduce the new official alternate member for ILEC, Michael Foreman.

1. **Approval of Minutes:**

* Correction on #9 “ULTS-AC Annual Report”. Delete the words “will approve” and replace with “received”. The annual report does not need CD‘s approval before submitting to the Commission.
* Correction on #11 “Review of Administrative Committee vacancy status”.

Modify bullet point #5 to read: “Since there are 3 community based organization (CBO) positions, convert **one of the CBO** positions to a wireless carrier representative position”

1. **Public Comments**

* No Comments

1. **Fiscal Report**

* None. Michelle Morales is not present. Jeff requested to have Fiscal reports emailed prior to AC meetings.

1. **CAB Report**

* May reports not available – will be caught up for the next AC meeting.
* Phone calls – nothing out of the ordinary
* Appeals – similar to 2016
* Billing - nothing out of the ordinary
* Appeals - Jan- Mar. are lowering
* April Appeals are due to LifeLine form not returned by consumer, signature not matching, missing initial, and identity verification.

1. **3rd Party Contract Reports**

* Conduent presented its report.
* Members requesting GIS group to create maps of where LifeLine participants reside.

1. **Legal Liaison**

* USAC issued its Annual Report for 2016 which includes Federal lifeline and key events of 2016.
* Sindy to provide Annual Report 2016 to Anna, then email to members

1. **Communications Division Liaison Reports:**
   * Status of Proceedings:
     + R. 11-03-013 (California LifeLine)

* No update on Phase II
  + Current and pending wireless carriers
    - * + 12 approved and 9 pending.
  + Claims Status
    - * + Processing April and May Claims – Checks are pending for March and April.
  + TPA Contract update
    - * + The California Administrator Request For Proposal (RFP) was deemed an IT contract and are now working with the California Department of Technology (CDT) to release the RFP.
        + May 24 – CDT released the draft RFP with the cost worksheet for pre-solicitation to obtain feedback from prospective bidders.
        + The prospective bidders provided minimal comments. CPUC along with CDT are currently working on finalizing the final RFP for release before the end of this month.
  + Marketing/Outreach Contract
    - * + No update
  + FCC Order Update
    - * + No update
  + FY 2017-18 ULTS Budget
    - * + Budget resolution which included all the programs was released last week.
        + Anna will send the Resolution to members and Rulemaking 11-03-013 Service list sometime next week.
        + The Resolution is a little different compared to the previous years as it doesn’t include detail information.

1. **ULTS Budget** 
   * Article 4.1 under Duties and Responsibilities of the Universal LifeLine AC charter states the following:

“Pursuant to Pub. Util. Code §273 (a), on or before June 1 of each year the ULTSAC shall submit a proposed budget to the Commission’s Telecommunications Division. The proposed budget shall include estimated program expenditures and the Committee’s projected expenses for the fiscal year (July 1 to June 30) that will commence thirteen (13) months thereafter.”

* + FY 1819 Budget should have been submitted by June 1.
  + CD staff claims that due to the State Budget Timeline, the ECP/BCP that the “June 1” date may need to be changed to reflect a later date.
  + Questions posed as follows:
  + Should there be a change? And if change is needed, should it be included in the same resolution to modify the ULTS Charter? Which date should it be?
  + Since the Program Budget resolution was released later than usual (after the Legislature already approved the Budget) does the Commission plan to continue this timeline?
  + This topic will be tabled for the next meeting.

1. **Annual Report**

* Submitted to the Commissioners on March 24.
* Jeff requested to add to Agenda in the next meeting to work on Annual Report.

1. **ULTS-AC Report**

* Recommendations for CPUC staff
  + - * + Ken recommends having more Asian language LifeLine outreach groups.

1. **Review of Administrative Committee Vacancy Status:**

* Status of Resolution to modify the ULTS Charter to allow wireless representative(s) a seat as primary and alternate.
  + - * + Staff is working on the resolution
* Invitation to nominate Members/Alternates:
  + - * + Robin Enkey has resigned and therefore the CLEC alternate position is currently vacant.
        + Ana Montes, the Organizing Director from TURN knows a couple people who may be interested in the position of CBO’s. CPUC staff provided the necessary information on how to become a member but have not received any response from the prospective members.

1. **Future Meeting Date**

* August 22 or 24

**Adjournment 2:45pm**