

Meeting Minutes

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

Sacramento Public Library, 828 I Street, Sacramento

September 9, 2019

**Meeting called to order at 10:10 am.**

**1. Introductions**

**Committee Members Present:** Sean McLaughlin-Access Humboldt (Chairperson, CBOs), Jarrid Keller-Sacramento County Library (Vice-Chairperson, Libraries), Eileen Odell (Public Advocates Office), Saira Pasha-AT&T (LEC), Eric Brown-Rural Clinics (OCHIN), Geoff Belleau -CDE (Education), Alison Dias -CDE (Education), Kenneth Rothschild (Deaf/Hearing Impaired)

**CPUC Staff Present:** Karo Serle (CTF), Amy Lau (CTF), Eric Van Wambeke (CTF), Wylen Lai (CTF), Lisa-Marie Clark via phone (Legal), Victor Smith (Public Advocates Office)

**Public Participants Present:** Kim Lewis (CENIC), Laura Sasaki (State Library), Barney Gomez via phone (Community College), Shelly Lyser via phone (PAO)

**Absent Members:** Jeffrey Mondon-AT&T (LEC), Calvin Chang-UC Davis (Government Hospitals and Health Clinics), Casey McFall (CBOs)

**2. Public Comments on Non-Agenda Items**

None

**3. Review Agenda**

Approved

**4. Review and Approve Prior Meeting Minutes**

Approved June 3, 2019 meeting minutes

**5. Update Action Items from last Committee Meeting**

**Action Item:** CTF Staff will continue to work on how to display addresses for CBOs, Committee Member Mondon will continue to monitor AT&T instances of CBO address queries.

**Status:** Staff will post CBO addresses on website after recertification.

**Action Item:** Committee member Mondon to send revised 17/18 Annual Report to CTF staff to share with AC.

**Status:** Completed. 17/18 Annual Report forwarded to Commission President, and posted on CTF website.

**Action Item:** Chair McLaughlin will draft a template letter for member recruitment.

**Status:** Ongoing

**Action Item:** Chair McLaughlin to submit Geoff Belleau, Alison Dias, and Kenneth Rothschild's application to Executive Director and copy CTF Staff.

**Status:** Completed. Belleau (Education Sector-primary), Dias (Education sector-alternate), and Rothschild (Deaf/Hearing Impaired – primary) were appointed by Executive Director

## **6. Status of CTF**

### **a. Applications**

CTF Staff handed out Application counts to attendees. (attached)

### **b. Claims and Program Finances**

CTF Staff handed out Claim status to attendees. (attached)

### **c. Recertification**

CTF Staff discussed the recertification process, displayed webpages, Applicant and Participant guidebook and CTF application for CBO and HCCBO. CTF also discussed the Qualifying Service Hours Worksheet, showed a sample notice to participants regarding recertification, and discussed the mobile wireless rollout.

All participants will be recertified in house. CTF staff notified California Telehealth Network (CTN) members via email and mail last week to recertify. CTN members need to individually qualify, and most CTN members were approved under CTN. All applicants/participants will receive new CTF numbers specific to their entity. Effective date of CTF discount will begin on date application was received.

As each group of participants are due for recertification, CTF staff will notify the applicable AC member, and carriers will be notified via email. Carriers will also be notified when participants are no longer eligible for CTF. Carriers are obligated to check the eligible service list.

Question: When do we anticipate recertifying schools and in what sequence?

Staff Response: Possibly next Fall. Staff to reach out to CDE for suggestions on separating districts, public/private schools, or by counties when beginning recertification.

Staff discussed following recertification, the amount of available funds may expand drastically. Staff may conduct outreach and target those who may qualify. Recertification may also lead to rule changes that are specific to entity types.

## **7. Presentation by Department of Education**

Committee member Belleau gave an overview of:

- CDE
- Calren
- FCC Recommendations/update
- Issues facing schools
- Digital Equity

## **8. Annual Work Plan**

Discussed holding AC meetings at other locations, and on Fridays (except 2<sup>nd</sup> Fridays of the month).

**Action Item:** Chair McLaughlin to send out survey for 2020 dates/locations.

Suggest CTF staff send all meeting materials to AC at least one week prior to meeting

Discuss deadlines for reports, and determine which quarterly meeting budget issues will be discussed.

**Action Item:** CTF-AC to discuss which quarterly meeting budget issues will be discussed.

For the December meeting, involvement with Commission Staff on meeting the goals/metrics. In year 2020, Commission Staff to provide an update on metrics in relation to the goals.

## **9. Annual Report**

Sub-committee members Keller and Pasha prepared and presented the 18/19 annual report. AC approved 18/19 Annual Report.

**Action Item:** Chair McLaughlin to submit 18/19 Annual Report to Commission President.

## **10. Review Proposed Red Lined Charter Changes**

### **a. Establish mission statement to be part of Charter**

Member Rothschild recommended name change for a representative from “deaf/hearing impaired or disabled communities” to “a representative from the deaf/hard of hearing or disabled communities.”

**Action Item:** Staff member Lisa-Marie Clark to send documents and language to insert into Charter for Sections 3.6 and 5.3.

**Action Item:** Committee member Odell to submit recommended language to section 3.6.

## **12. Pending Legislation**

None

## **13. Nominate Representatives for Vacancies**

Per Chair McLaughlin, Oscar Menjivar withdrew his interest as alternate for CBO.

Committee confirmed nomination of Mussie Gebre as alternate for Deaf/Hearing Impaired seat, with committee member Odell abstaining.

**Action Item:** Chair McLaughlin to submit cover letter for Mussie Gebre as alternate for Deaf/Hearing Impaired seat to Executive Director and copy CTF Staff.

Committee member Keller nominated Laura Sasaki as alternate for Public Library Sector. Committee confirmed nomination of Laura Sasaki, with committee member Odell abstaining.

**Action Item:** Committee member Keller to forward Laura Sasaki's letter and resume to Chair McLaughlin.

Per committee member Brown, there is a person interested in the vacant alternate seat for hospitals. Recommended by CA Hospitals.

## **14. Identify Items for next Agenda**

-Nominate/vote members for vacancies

-Speakers/presentation

December AC meeting – Healthcare sector speaker

**Action:** AC to submit questions to cover in presentation to Committee member Brown.

-Website review and feedback.

Chair McLaughlin stated, with committee member Brown serving as chair of SHLB.org, the AC should leverage Brown's status there and look at bringing SHLB resources to AC.

### **Next AC Meeting Date:**

December 9, 2019 at 10am (San Francisco)

**AC meeting adjourned at 3:30pm**



# CTF Administrative Committee Meeting

(Application Count and Fund Status Report)

Sacramento  
September 9, 2019





# California Teleconnect Fund Application Count June through September 1, 2019

	CBO	Healthcare CBO	Hospitals	Libraries	Private Schools	Public Schools	Total
Approved	49	33	2	0	8	12	<b>104</b>
Deficient	8	4	0	0	0	0	<b>12</b>
Duplicate	7	6	0	0	0	8	<b>21</b>
Rejected	61	11	0	0	6	0	<b>78</b>
<b>Total</b>	<b>125</b>	<b>54</b>	<b>2</b>	<b>0</b>	<b>14</b>	<b>20</b>	<b>215</b>

California Teleconnect Fund Administrative Committee Meeting  
September 9, 2019. Sacramento, Ca.





# California Teleconnect Fund

## Fund Status Report as of June 30, 2019

CTF Local Assistance Budget Allocation Compared to FY Claims and Projections					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Local Assistance Budget	\$ 145,065,000	\$ 145,065,000	\$ 145,065,000	\$ 125,000,000	\$ 105,000,000
Claim Projections*	\$ 103,826,426	\$ 93,534,237	\$ 99,607,774	\$ 104,606,304	\$ 103,720,642
Claims Paid (through June 30, 2019)	\$ 103,794,022	\$ 92,913,121	\$ 93,706,137	\$ 44,936,329	\$ -
Budget to Actual Claims Paid Variance	\$ 41,270,978	\$ 52,151,879	\$ 51,358,863	\$ 80,063,671	\$ 105,000,000

\* Derived from forecasted budgets submitted by CTF carriers.

CTF Claims Paid by Fiscal Year					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Claims Paid in Fiscal Year	\$ 101,636,158	\$ 83,285,487	\$ 88,511,679	\$ 98,913,498	\$ -





# California Teleconnect Fund

Fund Status Report as of June 30, 2019

	Schools	Libraries	Hospitals	CBOs	CCC	CTN	Abatement Checks Received
FY 16-17	\$ 1,745,548	\$ 2,822	\$ 96,567	\$ 224,479	\$ 99,897	\$ -	\$ (726,916)
FY 17-18	\$ 21,580,451	\$ 1,317,570	\$ 2,198,655	\$ 23,409,979	\$ 5,255,357	\$ 189,895	\$ (1,417,136)
FY 18-19	\$ 14,322,947	\$ 2,778,753	\$ 2,228,369	\$ 19,512,590	\$ 5,952,477	\$ 182,514	\$ (41,321)

*\*Paid in Fiscal Year 2018-2019*

