**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**