

Final Meeting Minutes

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

828 I Street, Sacramento, CA 95814

West Meeting Room

March 10, 2025

1 Introductions

The California Teleconnect Fund (CTF) Administrative Committee (AC) meeting was held on March 10, 2025. The meeting was hybrid, with members attending both in person and remotely. Chair Jarrid Keller called the meeting to order at 10:30 a.m.

Chair Jared Keller conducted a roll call. The following members were present:

Committee Members Present:

- Jarrid Keller
- Geoff Belleau
- Allison Diaz
- Kenneth Rothschild
- Saira Pasha
- Max Perrey
- Prescott Matthews
- Madison Alcalay
- Josh Chishom

Committee Members Absent:

- Sean McLaughlin

CPUC Staff Present:

- Karo Serle
- Miriam Sidney
- Lina Khoury
- Joy Alba-Librojo
- Peter Chang
- Connie Wong
- Kirsten Mueeting
- Dylan French
- Gelara Safavi
- Daniel Lyulkin

Public Attendees:

- Megan Palomo
- Leonor Vasquez
- Kim Lewis
- Jen Weiler
- Cheryl Gallant

2 Public Comments on Non-Agenda Items: None

3 Approval of Meeting Minutes

The committee reviewed the minutes of the December 2, 2024, meeting.

- Motion to approve: Madison Alcalay
- Second: Geoff Belleau
- The minutes were unanimously approved.

4. Agenda Review

Chair Keller reviewed the agenda. He proposed moving Item 7 (Strategic Planning Session) to Item 14 at the end of the meeting and moving Item 8 (Presentation from Human I-T) up to Item 7*

- Motion to approve: Kenneth Rothschild
- **Available appropriations:** \$97.7 million.
- A decrease in **CTF surcharge rate to \$0.17 (effective January 1, 2025)** may lead to a revenue drop.
- **Ending cash balance (Dec 31, 2024):** \$166.6 million.

5. Action Items from Previous Meeting

Chair Keller reviewed action items from the last meeting:

- The primary focus today is the strategic planning session.
- No additional action items were raised.

6. Administrative Committee Vacancies

Staff and committee members discussed vacancies for key roles:

- The following do not have viable candidates because the sectors struggle in response to the added responsibility of committee service:
 - Public hospitals and clinics
 - Rural clinics
 - Local exchange carrier
 - Deaf and hard of hearing representation
 - Community-based organizations
- Public Advocates Office: Previous vacancy was an error; no current vacancy.
- New Opportunities: Max Perrey suggested outreach through:
 - the California Primary Care Association
 - the California Hospital Association

7. Staff Updates

Applications

Kirsten Muetting (CPUC):

- Updated committee on metrics pertaining to applications filings

Fund Status Report

Joy Alba-Librojo (CPUC):

- Local Assistance Budget for FY 2024-2025: \$105 million (unchanged from prior years).
- Claim projections: \$60 million.
- Actual claims paid (July-Dec 2024): \$7.3 million.
- Available appropriations: \$97.7 million.
- A decrease in CTF surcharge rate to \$0.17 (effective January 1, 2025) may lead to a revenue drop.
- Ending cash balance (Dec 31, 2024): \$166.6 million.

Claims Processing

Connie Wong (CPUC):

- Claims processed in Q4 2024: October (\$2.9M), November (\$2.6M), December (\$2.6M).
- Processing issues due to ECAP system bugs caused delays in November and December.
- CBO and Healthcare CBO claims fluctuated, largely due to adjustments and late submissions.
- Expected backlog resolution in Q1 2025.

E-CAP

Peter Chang (CPUC):

- Four functional updates are planned for E-CAP and will provide update at the next AC Meeting on their status.

8. Outreach Efforts

Karo Serle (CPUC):

- CPUC is increasing CBO outreach efforts.
- 1,000 flyers were mailed to potential participants; the goal is 1,000 per month.
- Digital Divide Grant Program:
 - Round 1: \$2 million awarded to four grantees.
 - Round 2: Application deadline extended to May 30, 2025.
 - Promotional efforts are ongoing via social media, and the Cal Grants website.

9. 211 Service Presentation

- Overview of 211 services, their role in disaster response, and current coverage gaps.
- Senate Bill 1212 funded 211 expansions, but appropriations expired in January 2023.
- Eight rural counties now have disaster-only 211 service, but five remain unserved.

10. Order Instituting Rulemaking (OIR) Update

- CTF OIR was launched to assess program eligibility and administrative processes.
- Key focus areas:
 - Eligibility modifications.
 - Administrative Committee structure changes.
 - Tribal broadband access improvements.
- Next steps: CPUC staff proposal in development; timeline depends on availability of new legal counsel.

11. Legislative Update from Kim Lewis (CENIC):

- Over 2,350 bills were introduced in the 2025 legislative session.
- No current legislation specifically targeting CTF.
- Pending federal legislation on student internet filtering (CIPA expansion) may impact E-rate and CTF funding.

12. Update on Los Angeles County Office of Education --- None

13. Presentation by Human I-T

- Provided an overview of Human I-T's work in device refurbishment, internet adoption assistance, and digital literacy training.
- Highlighted partnership with Wonderful College Prep Academy, distributing 440 iPads and 2 MacBooks to students and teachers.
- Megan Palomo, Chief Academic Officer, Wonderful College Prep Academy discussed how the grant helped bridge the digital divide, especially for English learners.
- Key uses of technology: Digital art programs, Google Translate for English learners, online learning platforms (Lexia Core 5).
- The devices remain in classrooms due to limited home internet access.
- Chair Keller asked about sustainability beyond the grant. Wonderful College Prep Academy is integrating technology into their Local Control and Accountability Plan (LCAP) budget.
- The presentation was well received, with committee members expressing interest in seeing examples of student work in the future.

14. Strategy --- (Peter/Karo/Lina, please secure page of notes Jarrid took during this agenda item and we can add it to the Minutes once we receive those notes)

15. Agenda items for next meeting

16. Action items

- Continue the Strategic Planning Meeting and encourage in-person attendance to better facilitate discussion in the next AC Meeting.
- Provide status update for the four planned E-CAP updates.

17. Adjournment

The meeting adjourned at 12:56 p.m. The next meeting is scheduled for June 2, 2025, at 10:30 a.m. in San Francisco at the Public Utilities Commission office.

[End of Minutes]

