

**CHCF-A Administrative Committee
Meeting Minutes for February 16, 2017
10:00 A.M. Room 3204**

Venues

California Public Utilities Commission
505 Van Ness Avenue
Room 3204
San Francisco, CA 94102

Alternate Public and Teleconferenced Locations:

Junipero Serra State Office Building
320 West 4th Street, Suite 500
(Corner of West 4th Street and Broadway Street)
Los Angeles, CA 90013

Mono County CAO Conference Room
Sierra Center Mall, Suite 307
452 Old Mammoth Road
Mammoth Lakes, California 93546

Attendees

Stanley Lee	Primary CBO (In Los Angeles)
Stephen Kalish	Alternate CBO (In Mammoth Lakes)
Manisha Lakhanpal	Acting Chair, Office of Ratepayer Advocates
Patrick Hoglund	Office of Ratepayer Advocates
Sindy Yun	Legal
Ann Ten-Eyck	Cooper, White Cooper
Michelle Morales	Administrative Services
Felix Robles	Communications Division
Michael Coen	Communications Division

Manisha Lakhanpal, Acting Chair, called the meeting to order at 10:10 a.m.

1. Introductions

Introductions were made and roll was taken.

2. Approval of the November 17, 2016, Public Meeting Minutes

Manisha Lakhanpal brought a motion to approve the November 17, 2016, meeting minutes. Stephen Kalish seconded the motion and the Committee approved the minutes unanimously.

3. Administrative Services-Fiscal Services

Michelle Morales presented the financials for Financial Report for Fund 0464 for the month ended 12/31/2016, to the committee. Stephen Kalish requested that the previous two years, including expenses and encumbrances, are added to the report. Michelle agreed to send a revision to the Committee.

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4. Election of Officers

As per Section 6.1 of the CHCF-A AC Charter, two officers shall be elected, a Chair and a Vice-Chair. The election of officers was noticed in the CHCF-A AC Meeting notice in the Daily Calendar on February 3, 2017.

Stan Lee was nominated by Stephen Kalish for Chair. Patrick Hogleund seconded Stan Lee for Chair. Patrick Hogleund was nominated by Stan Lee for Vice Chair. Stephen Kalish seconded Patrick Hogleund for Vice Chair.

The Committee voted and Stan Lee is Chair and Patrick Hogleund is Vice Chair.

5. Liaison Reports

a. Communications Division

Michael Coen, with help from Felix Robles, presented the Communications Division report:

1. The Fiscal Year (FY) 2017-18 budget has no Commission Resolution yet;
2. The FY 2018-19 budget will be presented for a vote at the May 2017 CHCF-A AC meeting.

b. Legal Division

Sindy Yun had no report.

6. Public Comments

There was a comment about the Small ILECs participating in the CHCF-A AC meetings.

7. Future Meeting Date

The next meeting will be at 10:00 AM on May 18, 2017. Stephen Kalish will be in Mammoth Lakes and Stanley Lee will be in San Francisco.

8. Adjournment

Stan Lee put forth the motion to adjourn. Stephen Kalish moved and Patrick Hogleund seconded the motion. The vote to adjourn was unanimous at 10:45 a.m.