Universal Service Fund Council
Meeting Minutes - December 16, 2025

Approved on July 8, 2026 at USFC meeting

Attendance sheet~ USFC members in attendance - 8 /11 members - (2 ExAB = Excused Absence) 1 absent

PSC staff	USFC Members
1. Alyssa Kenney	1. Chair – Michelle Reinen
2 Milena Bernardinello	2. John van Ooyen
3. Damarr Purifoy	3. David Byers
4. Peter Jahn	4. Janet Zander
5. Billy Mauldin	5. Amanda Miller
6. Rita Hargot	6. Brian Peters
7. Jenna Schmidt	7. Leslie Spencer-Herrera
	8. Seon Yoon Chung
	ExAB: (2) Nicole Mauritz (Vice-Chair) , John Kinstler
	Absent: (1) Christopher Brophy
	External Attendees: none

Milena Bernardinello (USF Director) housekeeping and attendance

1. **Call to Order**
   Chair call to order 2:06 pm
   USF Chair informed the first action item will be approving the July 2025 Minutes draft.

2. **Approval of Minutes of July 9, 2025** - (attached) ***Action Item 1***
   - Chair call the motion to approve the minutes
   - Member Leslie Spencer-Herrera called for correction: fix her last name
   - Amendment accepted by the Chair. No opposition were raised.
   - Milena Bernardinello confirmed quorum with 8 / 11 members in attendance.
   - Member Janet Zander moved for approval, Brian Peters second

USF Chair call the motion to vote*:

- In favor: all. Opposed: none Abstained: none
- Motion carried.

3. **Council Member Exchange**

USF Chair asked USFC embers for introductions and information sharing

Minutes~ Call attendance

Introductions of Members and information sharing. All 8 attending USFC members, and all 7 PSC staff introduced themselves

4. **USF 2025 Fiscal Updates - Audit Report**

Jenna Schmidt-PSC discussed the 2025 audit report of the financial statement as of June 30, 2025, prepared by Baker Tilly US, LLP. (attached to the meeting packet).

Annual financial audit done as for Statute. The audit is informational only.

No concern identified. Consistent with prior years

5. **USF Programs Updates** Staff presented the updates using a power point (attached)

Milena Bernardinello introduced the presentation, and Pete Jahn, Billy Mauldin provided the following updates:

a. Wisconsin Lifeline Program

Peter Jahn provided this update; the Lifeline program is relatively stable with a slight increase and few anomalies. Bundles with Voice and Broadband are the more common service types that LL customers subscribe to.

b. Telecommunications Equipment Purchase Program (TEPP) Program

- Outreach program visits have been conducted at various Independent Living Centers (ILCs) in the state, providing training and support for staff and users of the equipment.
- The TRS program continues to see relatively stable numbers in terms of vouchers and expenditures compared to the previous year, with an overall steady declining trend.
- Member Brian Peters asked: How the third-party vendor is managing the program with such a decrease in vouchers. Do they have a % bump for their mark-up?

  PSC's reply: Yes they did, as planned in the current fiscal year USF budget.

6. **USF 2025 Grants - Brief Updates**

Milena Bernardinello introduced the presentation, Billy Mauldin and Damarr Purifoy provided the following updates:

a. TEPP Outreach -

Grant applications for the 2026 TEPP Outreach Grant have been awarded, and the grant agreements will be executed before the beginning of the performance period Jan 1, 2026.

b. Nonprofit Access

Member Brian Peters asked: How often does the organization apply for two consecutive grant rounds?

Staff replied: Often; and there are few recurrent awardees.

c. Lifeline Outreach

Member David Byers asked to explain the partial awards. Staff explained the specifics.

d. Telemedicine Equipment

Member Janet Zander asked about the withdrawn award and where the related funds are going. Fiscal staff indicated the return to the USF fund.

7. **PSC Updates**

Milena Bernardinello – USF Director provided the following updates and reminders:

1. USF Budget:

- CO approved Order & difference for their approval ; she reference the July 2025 minutes and the budget document in the USFC meeting packet and highlight the typo in the 2025 administrative budget figure, and in the related Change 25-26 figures.

- Assessment Rates (order) & Assessment Letters (2) to Telecom Providers (PSC - WebPage)

2. USF Grants 2026

- Application for the Nonprofit grant opened on Dec. 4th – Lifeline Outreach and Telemedicine opening is planned by mid-January.
- Call for Applications reviewers early February and early March – generally 10 days review, and 1 meeting for scoring.

3. USFC Members updates:

- 3 people of the 2025 roster resigned – (names shared)
- Revised Appointment and Reappointment letter 2024 and 2025 were issued due by a typo in the Term Expiration year of the original notifications.
- For 2026 USFC roster there are 4 members with expiring term (names shared – 2 will retired), the 2026 reappointment process was described.
- The five 2026 new members credentials were under review, for the CO officialization in April 2026.

- Recruitment is still ongoing, feel free to refer to the USF director information on possible candidates.

4. USFC Mandatory Training:
- 2025 Public Record training -record! completion- Thank you all for act on it very timely.
- For those with continuing appointment, a new round of 2026 annual training will be required. Instruction will follow next year on mid-summer.

5. USFC Next meeting:
- Main action items : USFC Officers election, and FY2027 USF Budget draft approval
- Mid-June – Tentative W. June 17 – R. June 18, 2026
- Doodle in Late March

8. Adjourn*(USFC chair) call the motion**
- The chair called to adjourn. On 3:13
- David Byers made the motion – Seon Yoon Chung second. All Ays - No nos. - Motion carried.
- The Counsel adjourned at 3:14 p.m.

Items in **bold** (2) **are action item.**

* Robert's rules