

**Universal Service Administrative Company
Rural Health Care Committee
Quarterly Meeting
Agenda**

**Monday, January 29, 2024
1:20 p.m. – 2:05 p.m. Eastern Time
USAC Offices
700 12th Street, N.W., Suite 900
Washington, D.C. 20005**

<u>OPEN SESSION</u>		<i>Estimated Duration in Minutes</i>
Chair	a1. Consent Items (each available for discussion upon request): A. Approval of Rural Health Care Committee Meeting Minutes of October 30, 2023 B. Approval of moving all <i>Executive Session</i> items into <i>Executive Session</i>	5
Chair	a2. Recommendation for Election of Committee Chair and Vice Chair	5
Mark	a3. Approval of Rural Health Care Support Mechanism 2nd Quarter 2024 Programmatic Budget and Demand Projection for the February 1, 2024 FCC Filing	5
Teleshia	i1. Information on Six USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Reports <i>(For Information Only)</i>	—
Mark	i2. Rural Health Care Business Update <ul style="list-style-type: none"> • 2023 Year in Review • 2024 Program Objectives • Roadmap • Appendix: Program Metrics 	20

<u>EXECUTIVE SESSION</u> Confidential – <i>Executive Session Recommended</i>		<i>Estimated Duration in Minutes</i>
Mark	i3. Rural Health Care Business Update <i>(Continued, if Needed)</i>	—
Mark	a4. Approval of Rural Health Care Support Mechanism 2024 Annual Programmatic Budget	10

Next Scheduled USAC Rural Health Care Committee Meeting

**Monday, April 29, 2024
USAC Offices, Washington, D.C.**

UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
700 12th Street, N.W., Suite 900
Washington, D.C. 20005

RURAL HEALTH CARE COMMITTEE MEETING
Monday, January 29, 2024

MINUTES¹

The quarterly meeting of the Rural Health Care Committee (Committee) of the USAC Board of Directors (Board) was held at USAC's offices in Washington, D.C., on Monday, January 29, 2024. Dr. Kathy Wibberly called the meeting to order at 1:20 p.m. Eastern Time, with a quorum of seven of the eight committee members present (there is one vacancy):

Fontana, Brent – Vice Chair – <i>by telephone</i>	Wade, Dr. Joan
Freeman, Sarah	Waller, Jeff – <i>by telephone</i>
Sekar, Radha – Chief Executive Officer	Wibberly, Dr. Kathy – Chair
Skrivan, Michael	

Other Board members and officers of the corporation present:

Beyerhelm, Chris – Vice President and Chief Administrative Officer
Butler, Stephen – Vice President of Shared Services
Chacko, Sheba – Member of the Board
Chalk, Indra – Member of the Board
Davis, Craig – Vice President of Schools and Libraries
Delmar, Teleshia – Vice President of Audit and Assurance
Gaither, Victor – Vice President of High Cost
Garber, Michelle – Vice President of Finance, Chief Financial Officer, and Assistant Treasurer
Gregory, Amber – Member of the Board
Hutchinson, Kyle – Vice President of IT and Chief Information Officer
Mason, Ken – Member of the Board
O'Brien, Tim – Vice President of Lifeline
Semmler, Kara – Member of the Board
Sweeney, Mark – Vice President of Rural Health Care
Wein, Olivia – Member of the Board
Williams, Erin – Vice President, General Counsel, and Assistant Secretary

¹ Draft resolutions were presented to the Committee prior to the Committee meeting. Where appropriate, non-substantive changes have been made to the resolutions set forth herein to clarify language, where necessary, or to correct grammatical or spelling errors.

Others present:

<u>NAME</u>	<u>COMPANY</u>
Albert, Blythe	USAC
Braxton, Carolyn	USAC
Claxton, Naomi	USAC
Corra, Kristen – <i>by telephone</i>	SHLB
Ellegood, Sharonda	USAC
Goode, Vernell	USAC
Green, Kevin	USAC
James, Christine	USAC
King, Ryan	USAC
McCornac, Carolyn	USAC
Morgan, Meredith	USAC
Nuzzo, Patsy	USAC
Oliver, Lindsay – <i>by telephone</i>	USAC
Smith, Christopher	USAC
Schecker, Laurence	USAC
Schrader, Theresa – <i>by telephone</i>	Broadband Legal Strategies
Staurulakis, Chresanthe	USAC USAC
Walsh, Jeff	USAC

OPEN SESSION

All materials from **Open Session** can be found on the [USAC website](#).

a1. Consent Items. Dr. Wibberly presented this item to the Committee.

A. Committee meeting minutes of October 30, 2023.

B. Approval of moving all **Executive Session** items into **Executive Session**:

- (1) **i3** – Rural Health Care Business Update (*Continued if needed*). USAC management recommends that this item be discussed in **Executive Session** because it may involve discussion of **specific internal controls or confidential company data** or **internal rules and procedures** concerning the administration of the universal service support mechanisms, where discussion of the matter in open session would result in **disclosure of confidential techniques and procedures** that would compromise program integrity.
- (2) **a4** – Approval of Rural Health Care Support Mechanism 2024 Annual Programmatic Budget. USAC management recommends that this item be discussed in **Executive Session** because this matter relates to USAC's **procurement strategy and contract administration**

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolution:

RESOLVED, that the Rural Health Care Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of October 30, 2023; and (2) discussion in *Executive Session* of the item noted above.

- a2. Recommendation for Election of Committee Chair and Vice Chair.** Dr. Wibberly introduced Commissioner Freeman. As the Chair of the Nominating Committee, Commissioner Freeman reported on the election recommendations for the Audit Committee.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolution:

RESOLVED, that the USAC Rural Health Care Committee recommends that the USAC Board of Directors elect **Dr. Kathy Wibberly** as Chair and **Brent Fontana** as Vice Chair of the Committee. The term for each position begins immediately upon the election to such position by the Board and ends at such time as the Chair or Vice Chair (as the case may be): (i) is replaced by a successor selected by the Board, (ii) resigns from the Committee or the Board, (iii) is removed by resolution of the Board, or (iv) is no longer a member of the Board (whichever comes first).

- a3. Approval of Rural Health Care Support Mechanism 2nd Quarter 2024 Programmatic Budget and Demand Projection for the February 1, 2024 FCC Filing.** Mr. Sweeny presented this item for consideration. The presentation included a written report on USAC management's recommendations for the Rural Health Care Mechanism 2nd Quarter 2024 programmatic budget and demand projection for the February 1, 2024 FCC Filing.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the USAC Rural Health Care Committee approves a 2nd Quarter 2024 Rural Health Care Support Mechanism direct program budget of \$4.73 million; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee directs USAC staff to submit a collection requirement of \$4.73 million for Rural Health Care Support Mechanism administrative costs in the required February 1, 2024, filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee, having reviewed at its meeting on January 29, 2024, the 2nd Quarter 2024 Rural Health Care Support Mechanism demand estimate of \$170.03

million, hereby directs USAC staff to proceed with the required February 1, 2024 filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Rural Health Care Support Mechanism is equal to or less than \$1 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$1 million, but not more than \$2 million.

- i1. **Information on Six USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Reports.** This item was provided for *information purposes only*. No discussion was held. Dr. Wibberly noted that the Rural Health Care Audit Briefing Book would be made public and posted to the USAC website.
- i2. **Rural Health Care Business Update.** Mr. Sweeney presented PowerPoint slides to the Committee covering the following items:
- 2023 Year in Review
 - 2024 Program Objectives
 - Roadmap
 - Appendix: Program Metrics

At 1:51 p.m. Eastern Time, on a motion duly made and seconded, the Committee moved into ***Executive Session*** for the purpose of discussing confidential items. Only members of the Board and USAC staff were present.

EXECUTIVE SESSION

- a4. **Approval of Rural Health Care Support Mechanism 2024 Annual Programmatic Budget.** Mr. Sweeny presented this item to the Committee for consideration. The presentation included a written report on the Rural Health Care Support Mechanism annual budget.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolution:

RESOLVED, that the Rural Health Care Committee approves a 2024 annual programmatic budget for the Rural Health Care Support Mechanism of \$19.61 million.

OPEN SESSION

At 1:55 p.m. Eastern Time, the Committee moved out of ***Executive Session*** and immediately reconvened in ***Open Session***, at which time Dr. Wibberly reported that, in ***Executive Session***, the Committee took action on item **a4**.

On a motion duly made and seconded, the Committee adjourned at 1:56 p.m. Eastern Time.

/s/ Erin Williams
Assistant Secretary

**Universal Service Administrative Company
Rural Health Care Committee
Quarterly Meeting
Agenda**

**Monday, April 29, 2024
1:15 p.m. – 1:55 p.m. Eastern Time
USAC Offices
700 12th Street, N.W., Suite 900
Washington, D.C. 20005**

<u>OPEN SESSION</u>		<i>Estimated Duration in Minutes</i>
Chair	a1. Consent Items (each available for discussion upon request): A. Approval of Rural Health Care Committee Meeting Minutes of January 29, 2024 B. Approval of moving all <i>Executive Session</i> items into <i>Executive Session</i>	5
Mark	a2. Approval of Rural Health Care Support Mechanism 3rd Quarter 2024 Programmatic Budget and Demand Projection for the May 2, 2024, FCC Filing	5
Teleshia	i1. Information on One USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Report <i>(For Information Only)</i>	—
Mark	i2. Rural Health Care Business Update <ul style="list-style-type: none"> • Q1 2024 Accomplishments • Update on Third Report and Order • Rural Health Care Ombudsman • Plans for Q2 2024 • Roadmap • Appendix: Metrics 	20

<u>EXECUTIVE SESSION</u> Confidential – <i>Executive Session Recommended</i>		<i>Estimated Duration in Minutes</i>
Kyle	i3. Rural Health Care Business Update (<i>Continued</i>) <ul style="list-style-type: none"> • Rural Health Care System Automation Update 	10

Next Scheduled USAC Rural Health Care Committee Meeting

**Monday, July 29, 2024
USAC Offices, Washington, D.C.**

UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
700 12th Street, N.W., Suite 900
Washington, D.C. 20005

RURAL HEALTH CARE COMMITTEE MEETING
Monday, April 29, 2024

MINUTES¹

The quarterly meeting of the Rural Health Care Committee (Committee) of the USAC Board of Directors (Board) was held at USAC's offices in Washington, D.C., on Monday, April 29, 2024. Dr. Kathy Wibberly called the meeting to order at 1:15 p.m. Eastern Time, with a quorum of six of the eight committee members present:

Fontana, Brent – Vice Chair	Skrivan, Michael
Freeman, Sarah	Mona Thompson – <i>by telephone</i>
Sekar, Radha – Chief Executive Officer	Wibberly, Dr. Kathy – Chair

Members of the Committee not present:

Semmler, Kara	Waller, Jeff
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Other Board members and officers of the corporation present:

Beyerhelm, Chris – Vice President and Chief Administrative Officer
Butler, Stephen – Vice President of Shared Services
Alan Buzacott – Member of the Board
Chalk, Indra – Member of the Board
Davis, Craig – Vice President of Schools and Libraries
Delmar, Teleshia – Vice President of Audit and Assurance
Gaither, Victor – Vice President of High Cost
Garber, Michelle – Vice President of Finance, Chief Financial Officer, and Assistant Treasurer
Gregory, Amber – Member of the Board
Hutchinson, Kyle – Vice President of IT and Chief Information Officer
Mason, Ken – Member of the Board
O'Brien, Tim – Vice President of Lifeline
Sanquist, Christine – Member of the Board
Sweeney, Mark – Vice President of Rural Health Care
Wein, Olivia – Member of the Board
Williams, Erin – Vice President, General Counsel, and Assistant Secretary

¹ Draft resolutions were presented to the Committee prior to the Committee meeting. Where appropriate, non-substantive changes have been made to the resolutions set forth herein to clarify language, or to correct grammatical or spelling errors.

Others present:

<u>NAME</u>	<u>COMPANY</u>
Albert, Blythe	USAC
Allison, Sarah	USAC
Ayer, Catriona – <i>by telephone</i>	USAC
Braxton, Carolyn	USAC
Campbell, Jo-Ann	USAC
Claxton, Naomi	USAC
Goode, Vernell	USAC
Grant, Ecatarina	USAC
Estrella, Guilianna – <i>by telephone</i>	USAC
Green, Kevin	USAC
Hung, Jennifer	USAC
James, Christine	USAC
King, Ryan	USAC
Lawmaster-Morris, Rachel – <i>by telephone</i>	Espy Services
McCornac, Carolyn	USAC
Mitchell, Katherine – <i>by telephone</i>	USAC
Morgan, Meredith	USAC
Nuzzo, Patsy	USAC
Schrader, Theresa – <i>by telephone</i>	Broadband Legal Strategies
Smith, Chris	USAC
Steptoe, Carolyn – <i>by telephone</i>	USAC
Walsh, Jeff	USAC
Willams, Jameka – <i>by telephone</i>	Merit Network

OPEN SESSION

All materials from *Open Session* can be found on the [USAC website](#).

a1. Consent Items. Dr. Wibberly presented this item to the Committee.

A. Approval of Rural Health Care Committee meeting minutes of January 29, 2024.

B. Approval of moving one *Executive Session* item into *Executive Session*:

- (1) **i3** – Rural Health Care Business Update – Rural Health Care System Automation. USAC management recommends that this item be discussed in *Executive Session* because it may involve discussion of *specific internal controls or confidential company data or internal rules and procedures* concerning the administration of the universal service support mechanisms, where discussion of the matter in open session would result in *disclosure of confidential techniques and procedures* that would compromise program integrity.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolution:

RESOLVED, that the Rural Health Care Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of January 29, 2024; and (2) discussion in *Executive Session* of the item noted above.

- a2. Approval of Rural Health Care Support Mechanism 3rd Quarter 2024 Programmatic Budget and Demand Projection for the May 2, 2024 FCC Filing.** Mr. Sweeny presented this item for consideration. The presentation included a written report on USAC management's recommendations for the Rural Health Care Mechanism 3rd Quarter 2024 programmatic budget and demand projection for the May 2, 2024 quarterly FCC Filing.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the USAC Rural Health Care Committee approves a 3rd Quarter 2024 Rural Health Care Support Mechanism direct program budget of \$5.25 million; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee directs USAC staff to submit a collection requirement of \$5.25 million for Rural Health Care Support Mechanism administrative costs in the required May 2, 2024, filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee, having reviewed at its meeting on April 29, 2024, the 3rd Quarter 2024 Rural Health Care Support Mechanism demand estimate of \$173.33 million, hereby directs USAC staff to proceed with the required May 2, 2024 filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Rural Health Care Support Mechanism is equal to or less than \$1 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$1 million, but not more than \$2 million.

- i1. Information on One USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Report.** This item was provided for *information purposes only*. No discussion was held. Dr. Wibberly noted that the Rural Health Care Audit Briefing Book would be made public and posted to the USAC website.
- i2. Rural Health Care Business Update.** Mr. Sweeney presented PowerPoint slides to the Committee covering the following items:

- Q1 2024 Accomplishments
- Update on Third Report and Order
- Rural Health Care Ombudsman
- Q2 2024 Plans
- Roadmap
- Appendix: Program Metrics

At 1:42 p.m. Eastern Time, on a motion duly made and seconded, the Committee moved into ***Executive Session*** for the purpose of discussing confidential items. Only members of the Board and USAC staff were present.

EXECUTIVE SESSION

- i3. **Rural Health Care Business Update – Rural Health Care System Automation.** Mr. Hutchinson presented a PowerPoint presentation to the Committee that provided an update on the Rural Health Care Rural Health Care system automation.

OPEN SESSION

At 1:53p.m. Eastern Time, the Committee moved out of ***Executive Session*** and reconvened in ***Open Session***, at which time Dr. Wibberly reported that, in ***Executive Session***, the Committee discussed item i3.

On a motion duly made and seconded, the Committee adjourned at 1:54 p.m. Eastern Time.

/s/ Erin Williams
Assistant Secretary

**Universal Service Administrative Company
Rural Health Care Committee
Quarterly Meeting
Agenda**

**Monday, July 29, 2024
11:40 a.m. – 12:10 p.m. Eastern Time
USAC Offices
700 12th Street, N.W., Suite 900
Washington, D.C. 20005**

<u>OPEN SESSION</u>		<i>Estimated Duration in Minutes</i>
Chair	a1. Consent Items (each available for discussion upon request): A. Approval of Rural Health Care Committee Meeting Minutes of April 29, 2024 B. Approval of moving all <i>Executive Session</i> items into <i>Executive Session</i>	5
Mark	a2. Approval of Rural Health Care Support Mechanism 4th Quarter 2024 Programmatic Budget and Demand Projection for the August 2, 2024, FCC Filing	5
Teleshia	i1. Information on Eight USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Report <i>(For Information Only)</i>	—
Mark	i2. Rural Health Care Business Update <ul style="list-style-type: none"> • Q2 2024 Accomplishments • Fund Year 2024 Demand Analysis • FCC Third Report and Order Update • Plans for Q3 2024 • Roadmap • Appendix: Metrics 	20

<u>EXECUTIVE SESSION</u> Confidential – <i>Executive Session Recommended</i>		<i>Estimated Duration in Minutes</i>
—	i3. Rural Health Care Business Update <i>(Continued, if needed)</i>	—

Next Scheduled USAC Rural Health Care Committee Meeting

**Monday, October 28, 2024
USAC Offices, Washington, D.C.**

UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
700 12th Street, N.W., Suite 900
Washington, D.C. 20005

RURAL HEALTH CARE COMMITTEE MEETING
Monday, July 29, 2024

MINUTES¹

The quarterly meeting of the Rural Health Care Committee (Committee) of the USAC Board of Directors (Board) was held at USAC's offices in Washington, D.C., on Monday, July 29, 2024. Dr. Kathy Wibberly called the meeting to order at 12:12 p.m. Eastern Time, with a quorum of seven of the eight committee members present:

Fontana, Brent – Vice Chair – <i>by telephone</i>	Skrivan, Michael
Freeman, Sarah	Thompson, Mona
Sekar, Radha – Chief Executive Officer	Wibberly, Dr. Kathy – Chair
Semmler, Kara	

Members of the Committee not present:

Waller, Jeff

Other Board members and officers of the corporation present:

Beyerhelm, Chris – Vice President and Chief Administrative Officer Chalk – *by telephone*
Butler, Stephen – Vice President of Shared Services
Buzacott, Alan – Member of the Board
Chalk, Indra – Member of the Board
Davis, Craig – Vice President of Schools and Libraries
Delmar, Teleshia – Vice President of Audit and Assurance
Domenech, Dr. Dan – Member of the Board
Gaither, Victor – Vice President of High Cost
Garber, Michelle – Vice President of Finance, Chief Financial Officer, and Assistant Treasurer
Gregory, Amber – Member of the Board – *by telephone*
Hutchinson, Kyle – Vice President of IT and Chief Information Officer
Mason, Ken – Member of the Board
O'Brien, Tim – Vice President of Lifeline
Polk, Stephanie – Member of the Board – *by telephone*
Sanquist, Christine – Member of the Board
Schell, Julie Tritt – Member of the Board

¹ Draft resolutions were presented to the Committee prior to the Committee meeting. Where appropriate, non-substantive changes have been made to the resolutions set forth herein to clarify language, or to correct grammatical or spelling errors.

Siefer, Angela – Member of the Board
Sweeney, Mark – Vice President of Rural Health Care
Wade, Joan – Member of the Board
Wein, Olivia – Member of the Board
Williams, Erin – Vice President, General Counsel, and Assistant Secretary

Others present:

<u>NAME</u>	<u>COMPANY</u>
Albert, Blythe	USAC
Allison, Sarah	USAC
Bailey, Macey	USAC
Braxton, Carolyn	USAC
Burgess, Melody	USAC
Claxton, Naomi	USAC
Ellegood, Sheronda	USAC
Estrella, Guilianna – <i>by telephone</i>	USAC
Francisco, Dale	USAC
Goode, Vernell	USAC
Harvey, Casey	Iron Bow
Hung, Jennifer	USAC
James, Christine	USAC
King, Ryan	USAC
Kurisch, Bill	USAC
McCornac, Carolyn	USAC
Morgan, Meredith	USAC
Morning, Kimberly – <i>by telephone</i>	Morgan Lewis
Nuzzo, Patsy	USAC
Santana-Gonzalez, Jeanette	USAC
Schrader, Theresa – <i>by telephone</i>	Broadband Legal Strategies
Walsh, Jeff	USAC
Sadirkhanova, Sabina – <i>by telephone</i>	USAC

OPEN SESSION

All materials from ***Open Session*** can be found on the [USAC website](#).

- a1. Consent Items.** Dr. Wibberly presented this item to the Committee.
- A.** Approval of Rural Health Care Committee meeting minutes of April 29, 2024.
- B.** Approval of moving one ***Executive Session*** item into ***Executive Session***:
- (1) **i3** – Rural Health Care Business Update – Rural Health Care System Automation. USAC management recommends that this item be discussed in ***Executive Session*** because it may involve discussion of ***specific internal controls or confidential company data or internal rules and procedures*** concerning the administration of the universal

service support mechanisms, where discussion of the matter in open session would result in *disclosure of confidential techniques and procedures* that would compromise program integrity.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the Rural Health Care Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of April 29, 2024; and (2) discussion in *Executive Session* of the item noted above.

- a2. Approval of Rural Health Care Support Mechanism 4th Quarter 2024 Programmatic Budget and Demand Projection for the August 2, 2024 FCC Filing.** Mr. Sweeney presented this item for consideration. The presentation included a written report on USAC management's recommendations for the Rural Health Care Mechanism 4th Quarter 2024 programmatic budget and demand projection for the August 2, 2024 quarterly FCC Filing.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the USAC Rural Health Care Committee approves a 4th Quarter 2024 Rural Health Care Support Mechanism direct program budget of \$5.07 million; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee directs USAC staff to submit a collection requirement of \$5.07 million for Rural Health Care Support Mechanism administrative costs in the required August 2, 2024, filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee, having reviewed at its meeting on July 29, 2024, the 4th Quarter 2024 Rural Health Care Support Mechanism demand estimate of \$179.54 million, hereby directs USAC staff to proceed with the required August 2, 2024 filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Rural Health Care Support Mechanism is equal to or less than \$1 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$1 million, but not more than \$2 million.

- ii. Information on Eight USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Reports.** This item was provided for *information purposes only*. No discussion was held. Dr. Wibberly noted that the Rural Health Care Audit Briefing Book would be made public and posted to the USAC website.

- i2. **Rural Health Care Business Update.** Mr. Sweeney presented PowerPoint slides to the Committee covering the following items:
- Q2 2024 Accomplishments
 - Funding Year Demand Analysis
 - FCC Third Report and Order Update
 - Q3 2024 Program Plans
 - Roadmap
 - Appendix A: Program Metrics

EXECUTIVE SESSION

- i3. **Rural Health Care Business Update** (*Continued, if needed*). No additional discussion was needed therefore the Committee did not go into *Executive Session*.

On a motion duly made and seconded, the Committee adjourned at 12:50 p.m. Eastern Time.

/s/ Erin Williams
Assistant Secretary

**Universal Service Administrative Company
Rural Health Care Committee
Quarterly Meeting
Agenda**

**Monday, October 28, 2024
3:05 p.m. – 3:50 p.m. Eastern Time
USAC Offices
700 12th Street, N.W., Suite 900
Washington, D.C. 20005**

<u>OPEN SESSION</u> Available for Public Use		<i>Estimated Duration in Minutes</i>
Chair	a1. Consent Items (each available for discussion upon request): A. Approval of Rural Health Care Committee Meeting Minutes of July 29, 2024 B. Approval of moving all <i>Executive Session</i> items into <i>Executive Session</i>	5
Mark	a2. Approval of Rural Health Care Support Mechanism 1st Quarter 2025 Programmatic Budget and Demand Projection for the November 1, 2024, FCC Filing	5
Mark	i1. Rural Health Care Business Update <ul style="list-style-type: none"> • Modernization Benefits and Update 	15

<u>INFORMATION ONLY</u> Available for Public Use		<i>Estimated Duration in Minutes</i>
Mark	i2. Rural Health Care Business Update (<i>Continued</i>) <ul style="list-style-type: none"> • Q3 2024 Accomplishments • Q4 2024 Plans • Roadmap • Appendix A Rural Health Care Metrics 	—
Teleshia	i3. Information on Five USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Report	—

<u>EXECUTIVE SESSION</u> Confidential – Executive Session Recommended		<i>Estimated Duration in Minutes</i>
Mark	i4. Rural Health Care Business Update (<i>Continued</i>) <ul style="list-style-type: none"> • Rural Health Care Tribal Support • Connected Care Pilot Tribal Support • Rural Health Care Fraud Risk Assessment Observations • Rural Health Care Fraud Risk Assessment – Steps Taken 	15

Next Scheduled USAC Rural Health Care Committee Meeting

**Monday, January 27, 2025
USAC Offices, Washington, D.C.**

Available For Public Use

UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
700 12th Street, N.W., Suite 900
Washington, D.C. 20005

RURAL HEALTH CARE COMMITTEE MEETING
Monday, October 28, 2024

MINUTES¹

The quarterly meeting of the Rural Health Care Committee (Committee) of the USAC Board of Directors (Board) was held at USAC's offices in Washington, D.C., on Monday, October 28, 2024. Dr. Kathy Wibberly called the meeting to order at 3:09 p.m. Eastern Time, with a quorum of seven of the eight committee members present:

Fontana, Brent – Vice Chair – <i>by telephone</i>	Thompson, Mona
Freeman, Sarah – <i>by telephone</i>	Waller, Jeff – <i>by telephone</i>
Sekar, Radha – Chief Executive Officer	Wibberly, Dr. Kathy – Chair
Skrivan, Michael	

Members of the Committee not present:

Semmler, Kara

Other Board members and officers of the corporation present:

Beyerhelm, Chris – Vice President and Chief Administrative Officer
Chalk, Indra – Member of the Board
Davis, Craig – Vice President of Schools and Libraries
Delmar, Teleshia – Vice President of Audit and Assurance
Gaither, Victor – Vice President of High Cost – *by telephone*
Garber, Michelle – Vice President of Finance, Chief Financial Officer, and Assistant Treasurer
Gregory, Amber – Member of the Board
Hutchinson, Kyle – Vice President of IT and Chief Information Officer
Mason, Ken – Member of the Board
O'Brien, Tim – Vice President of Lifeline
Schell, Julie Tritt – Member of the Board
Sweeney, Mark – Vice President of Rural Health Care
Wade, Joan – Member of the Board – *by telephone*
Wein, Olivia – Member of the Board
Williams, Erin – Vice President, General Counsel, and Assistant Secretary

¹ Draft resolutions were presented to the Committee prior to the Committee meeting. Where appropriate, non-substantive changes have been made to the resolutions set forth herein to clarify language, or to correct grammatical or spelling errors.

Others present:

<u>NAME</u>	<u>COMPANY</u>
Allison, Sarah	USAC
Braxton, Carolyn	USAC
Calhoun, Mitch	USAC
Claxton, Naomi	USAC
Crouse, Martin – <i>by telephone</i>	InHand Networks
Faunce, Donna – <i>by telephone</i>	USAC
Goode, Vernell – <i>by telephone</i>	USAC
James, Christine	USAC
King, Ryan	USAC
Lawmaster-Morris Rachel – <i>by telephone</i>	ESPY Services
McCornac, Carolyn	USAC
Morgan, Meredith	USAC
Nuzzo, Patsy	USAC
Santana-Gonzalez, Jeanette	USAC
Schrader, Theresa – <i>by telephone</i>	Broadband Legal Strategies
Smith, Chris	USAC
Staurulakis, Chresanthe	USAC
Walsh, Jeff	USAC

OPEN SESSION

All materials from *Open Session* can be found on the [USAC website](#).

a1. Consent Items. Dr. Wibberly presented this item to the Committee.

A. Approval of Rural Health Care Committee meeting minutes of July 29, 2024.

B. Approval of moving one *Executive Session* item into *Executive Session*:

- (1) **i4** – Rural Health Care Business Update – Rural Health Care System Automation. USAC management recommends that this item be discussed in *Executive Session* because it may involve discussion of *specific internal controls or confidential company data* or *internal rules and procedures* concerning the administration of the universal service support mechanisms, where discussion of the matter in open session would result in *disclosure of confidential techniques and procedures* that would compromise program integrity.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the Rural Health Care Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of July 29, 2024; and (2) discussion in *Executive Session* of the item noted above.

- a2. Approval of Rural Health Care Support Mechanism 1st Quarter 2025 Programmatic Budget and Demand Projection for the November 1, 2024 FCC Filing.** Mr. Sweeney presented this item for consideration. The presentation included a written report on USAC management's recommendations for the Rural Health Care Mechanism 1st Quarter 2025 programmatic budget and demand projection for the November 1, 2024 quarterly FCC Filing.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the USAC Rural Health Care Committee approves a 1st Quarter 2025 Rural Health Care Support Mechanism direct program budget of \$3.98 million; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee directs USAC staff to submit a collection requirement of \$3.98 million for Rural Health Care Support Mechanism administrative costs in the required November 1, 2024, filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Rural Health Care Committee, having reviewed at its meeting on October 28, 2024, the 1st Quarter 2025 Rural Health Care Support Mechanism demand estimate of \$177.50 million, hereby directs USAC staff to proceed with the required November 1, 2024 filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Rural Health Care Support Mechanism is equal to or less than \$1 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$1 million, but not more than \$2 million.

- i1. Rural Health Care Business Update.** Mr. Sweeney presented PowerPoint slides to the Committee providing and update on the benefits of the RHC Connect modernization.
- i2. Rural Health Care Business Update (Continued).** This item was provided for *information purposes only*. No discussion was held. Dr. Wibberly noted that the Rural Health Care materials listed below would be made public and posted to the USAC website.

- Q3 2024 Accomplishments
- Q4 2024 Plans
- Roadmap
- Appendix A: Rural Health Care Metrics

- i3. **Information on Five USAC Internal Audit Division Rural Health Care Support Mechanism Beneficiary Audit Reports.** This item was provided for *information purposes only*. No discussion was held. Dr. Wibberly noted that the Rural Health Care Audit Briefing Book would be made public and posted to the USAC website.

At 3:30 p.m. Eastern Time, on a motion duly made and seconded, the Committee moved into ***Executive Session*** for the purpose of discussing confidential items. Only members of the Board and USAC staff were present.

EXECUTIVE SESSION

- i4. **Rural Health Care Business Update** (*Continued*). Mr. Sweeney and Ms. Delmar presented PowerPoint slides to the Committee covering the following items:

- Rural Health Care and Connected Care Pilot Care Tribal Support
- Rural Health Care Fraud Risk Assessment Observations and Step Taken

OPEN SESSION

At 3:38 p.m. Eastern Time, the Committee moved out of ***Executive Session*** and immediately reconvened in ***Open Session***, at which time Dr. Wibberly reported that, in ***Executive Session***, the Committee discussed item i4.

On a motion duly made and seconded, the Committee adjourned at 3:38 p.m. Eastern Time.

/s/ Erin Williams
Assistant Secretary