



February 17, 2021
Meeting No. 01

PUBLIC UTILITIES COMMISSION BOARD MEETING
OPEN SESSION MINUTES

Date and Time:	Wednesday February 17, 2021 – 5 p.m.	
Location:	Via Zoom Conference	
Members Present:	Mark Howson David Zuccato	Christian Provenzano Musa Onyuna
Regrets:	Sandra Hollingsworth	
Staff Present:	Rob Brewer, President & CEO Kevin Bell, VP Customer Engagement & Business Development Jairus Patterson, Communications Coordinator	Trina Avery, Executive Assistant Claudio Stefano, Chief Operating Officer
Guests:		

1.0 CALL TO ORDER

M. Howson, past Chair called the meeting to order at 5:03 p.m.

2.0 APPROVAL OF AGENDA

On a **MOTION** moved by D. Zuccato, seconded by C. Provenzano, and carried:
The Board approved the Agenda as presented.

3.0 CONFLICT OF INTEREST

No conflicts were declared.

4.0 SAFETY MOMENT

None noted.

5.0 OPEN SESSION MINUTES – December 7, 2020

On a **MOTION** moved by C. Provenzano, seconded by M. Howson, and carried:
The Commission approved the open session minutes dated December 7, 2020.

6.0 BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.



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Meeting No. 01**

The members and staff present at the meeting introduced themselves.

M. Howson turned over Chair to R. Brewer for item 7.1 Nomination of the Chair.

7.0 OPEN SESSION ITEMS

7.1 Nomination of Chair

C. Provenzano nominated M. Howson as Chair.

On a **MOTION** moved by C. Provenzano seconded by D. Zuccato, and carried:
M. Howson was elected as Chair of the Commission.

It was suggested that if a Vice-Chair role is filled, that one of the three new members consider the position. A great learning opportunity and succession plan.

M. Howson took over as Chair at the meeting.

7.2 Meeting Dates for the Year

Date Options were discussed.

4 Quarterly Meetings, 1 budget meeting and 1 audited financial review meeting.
Proposed date options for consideration are:

- April 6th – Noon or 4:30 p.m. – Audited Financials
- May 4th or 6th – Quarter 1 Reporting
- September 8th or 16th – Quarter 2 Reporting
- October 6th or 13th – Quarter 3 Reporting
- December 14th or 15th – Budget

All in attendance were available for the above noted options. T. Avery will send out calendar invites for the meetings.

7.3 Orientation Date

Two major components identified for the orientation:

1. Financial and Intercompany relations.
2. Regulatory environment and how the system itself works and the oversight of the system.

Preference would be 2 sessions – 2 hours in length.



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Meeting No. 01**

Part One - End of March – Financials
Part Two - Third week of April - Regulatory

8.0 CLOSED SESSION MINUTES - None

None noted.

9.0 BUSINESS ARISING FROM CLOSED SESSION MINUTES

n/a

10.0 NEW BUSINESS

None noted.

11.0 NEXT MEETING

Part 1 - Orientation will be scheduled toward end of March 2021
April 6, 2020 Regular Meeting

12.0 CLOSED SESSION WITHOUT STAFF

Not required.

13.0 ADJOURNMENT

The meeting adjourned at 5:28 p.m.

A handwritten signature in blue ink, appearing to read 'M. Howson', is written above a horizontal line.

Chair

A handwritten signature in black ink, appearing to read 'J. Brown', is written above a horizontal line.

Secretary