Minutes for Website Committee Conference Call

Wednesday, October 12, 2016, 2:00 PM PST

**Attendees**:

Mona Dzvova – CPUC

Cynthia Rogers – CEC

Brian Smith – PG&E

Tim Caulfield – Caulfield Consulting (Website Administrator)

**Absent:**

Rob Rubin – SDG&E

Shahana Samiullah – SCE

Loan Nguyen – SoCalGas

##### Executive Summary

The CALMAC Website Committee held an unscheduled conference call to address (1) a recently released CALMAC Website Statistics report, and (2) the status of funding for the Website Maintenance project. The decision was made to skip the next regularly scheduled call in November, and go directly to the next call scheduled for Wednesday, January 11, 2016 at 2:00 PM PST.

**Minutes of Conference Call –** The conference call was called to order at 2:04 PM PDT.

*Discussion Website Statistics Report* – The Website statistics report was discussed, and the general conclusion was that the website is working well and that the move to a cloud based server is continuing to prove its value. There was some remaining uncertainty about the meaning of the large increase in activity by websites originating in Russia and those with a “not set”. **Action Tim Caulfield: report back to the Website Committee once we understand the meaning of sessions from Russia and “not set”.**

*Funding of Website Maintenance/Co-funding Agreement* – Brian summarized the history of funding for the website, and the decision to leave funding with the utilities. The utilities now have a cofounding agreement in place, and PG&E will invoice them once the accumulated value of the invoices is large enough to justify the effort. The burn rate for the website maintenance averaged $1,460 per month over the past 12 months.

*Updating Links on Website* – Loan pointed out in an email that certain links on the links page weren’t working due to a recent revamp of the CPUC website. She also pointed that the “Other Link” list was getting long and that it might be a good idea to break the list into “Other California Links” and “Other Links”. **Action Tim Caulfield: repair the non-working links and arrange for the new category setup.**

There was a short discussion of how long Tim Caulfield intended to continue handling website maintenance. He anticipates reassessing his desire to do it in about 3 years.

The conference call was ended approximately 2:17 PM PDT. The next call is scheduled for January 11, 2017 at 2 PM PST.