



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

### Energy Division's Meeting Request Form

Directions: Please complete this form to request a meeting with Leuwam Tesfai, Deputy Executive Director for Energy & Climate Policy, Simon Baker, Director for Distributed Energy Resources, Natural Gas & Retail Energy Rates, Pete Skala, Director for Electricity Supply, Planning & Costs, and Program Managers: Judith Ikle, George Tagnipes, Molly Sterkel, Bruce Kaneshiro, Matthew Coldwell, Daniel Buch and Elaine Sison-Lebrilla.

Additionally, please complete all of the fields below that are preceded by a blue heading line.

Email the completed meeting request with "Meeting Request" in the subject line to the appropriate person.

- For Directors: For the San Francisco of contact Angela Galang (415.703.1974) [AGF@cpuc.ca.gov](mailto:AGF@cpuc.ca.gov) or Rona Banaga [RNA@cpuc.ca.gov](mailto:RNA@cpuc.ca.gov) (415.696.7317)
- For Program managers, send directly to the program manager as xxx@cpuc.ca.gov:
- Judith Ikle (JCI), Molly Sterkel (MTS), Bruce Kaneshiro (BSK), George Tagnipes (JST), Matthew Coldwell (MTC), Daniel Buch (DB1), Michele Kito (MK1) and Elaine Sison-Lebrilla (ES1)

<b>CPUC Use: Enter confirmed meeting information:</b>
Date: <a href="#">Click here to enter a date.</a> Time: <a href="#">Click here to enter text.</a> Room: <a href="#">Click here to enter text.</a> CPUC principal's name: <a href="#">Click here to enter text.</a>

NOTE: Double click on the checkboxes below to activate/deactivate a checkmark.

<b>1. Person requesting meeting:</b>
Name: _____ Title: _____ Company: _____
Office phone: _____ Cell: _____ Email: _____
Date form is submitted: _____
<b>2. Reason for meeting (subject, topic, issues):</b>
Subject of meeting (please be specific): Proceeding number, if applicable: Proposed meeting agenda:  Do you expect this proceeding to go on commission meeting agenda soon? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Do not know <i>If anticipated, identify the expected Commission meeting date:</i> <a href="#">Click here to enter a date.</a> <i>If on a current agenda, identify the agenda number and item's sequence number:</i> <a href="#">Click here to enter text.</a> Will you bring documentation/handouts for review at to the meeting? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>3. List the proposed meeting parameters:</b>
<input type="checkbox"/> Proposed meeting date(s) <a href="#">Click here to enter text.</a> Time(s) <a href="#">Click here to enter text.</a> <input type="checkbox"/> Meet in person preferred <input type="checkbox"/> Meet by Webex preferred <input type="checkbox"/> Both  <i>If you select "meet by webex," you may wait less time for an appointment than if you select "meet in person."</i>
<b>4. List person(s) with whom you wish to meet:</b>
Desired attendees: <input type="checkbox"/> Leuwam Tesfai, Deputy Executive Director for Energy and Climate <input type="checkbox"/> Simon Baker, Director of Distributed Energy Resources, Natural Gas & Retail Rates <input type="checkbox"/> Pete Skala, Director of Electric Supply, Planning, and Costs <input type="checkbox"/> Judith Ikle <input type="checkbox"/> Bruce Kaneshiro <input type="checkbox"/> George Tagnipes <input type="checkbox"/> Molly Sterkel <input type="checkbox"/> Matthew Coldwell <input type="checkbox"/> Daniel Buch <input type="checkbox"/> Elaine Sison-Lebrilla <input type="checkbox"/> Michele Kito  <i>If the above required attendee is unavailable,</i> <input type="checkbox"/> Cancel this meeting request <input type="checkbox"/> Assign another member of Energy Division

<b>5. List non-CPUC people you plan to bring to the meeting.</b> (Attach a short biography for attendees who infrequently visited this office.)			
Name	Attached Bio (y/n)	Company	Title
<b>6. Confirmation:</b> List Information for the person who should receive confirmation that the meeting has been established (if different from "Person Requesting Meeting").			
Contact name: <a href="#">Click here to enter text.</a>			
Office phone: <a href="#">Click here to enter text.</a>	Cell:	Email:	
<b>CPUC use: Confirmation Email to Requester:</b>			
<b>Your appointment with person(s) designated below has been confirmed.</b> <a href="#">Click here to enter text.</a>			
<input type="checkbox"/> Deputy Executive Director Leuwam Tesfai, (LT3), <input type="checkbox"/> Director Simon Baker (SEB), <input type="checkbox"/> Director Pete Skala (SKA), <input type="checkbox"/> Judith Ikle (JCI), <input type="checkbox"/> George Tagnipes (JST), <input type="checkbox"/> Molly Sterkel (MTS) <input type="checkbox"/> Bruce Kaneshiro (BSK), <input type="checkbox"/> Matthew Coldwell (MTC), <input type="checkbox"/> Daniel Buch (DB1), <input type="checkbox"/> Elaine Sison-Lebrilla (ES1)			
Confirmed date: <a href="#">Click here to enter a date.</a>	Confirmed time: <a href="#">Click here to enter text.</a>	Confirmed meeting room/office: <a href="#">Click here to enter text.</a>	
<b>If you plan to bring handouts to the meeting:</b>			
1. Email handouts to the CPUC principal (identified above) at <a href="mailto:xxx@cpuc.ca.gov">xxx@cpuc.ca.gov</a> (where <b>xxx</b> is the principal's three character ID) 2. Copy <a href="mailto:EnergyDivisionCentralFiles@cpuc.ca.gov">EnergyDivisionCentralFiles@cpuc.ca.gov</a> , <a href="mailto:AGF@cpuc.ca.gov">AGF@cpuc.ca.gov</a> and <a href="mailto:RNA@cpuc.ca.gov">RNA@cpuc.ca.gov</a> on this email. 3. Type email subject: <i>handouts to support meeting between &lt;requestor's name&gt; and &lt;CPUC Principal's name&gt; on &lt;date&gt; &lt;time&gt;</i>			
<b>If meeting in person, on the day of the meeting arrive at least 10 minutes prior to the meeting arrive at the CPUC security desk.</b>			
1. Tell the security guard you have a meeting with <name from confirmed CPUC principal>, at <confirmed time>, in <confirmed meeting room/office>. 2. Ask the guard to telephone the appropriate person: <ul style="list-style-type: none"> <li>For Director, Angela Galang <a href="mailto:AGF@cpuc.ca.gov">AGF@cpuc.ca.gov</a> (415.703.1974) or Program Managers, Rona Banaga, <a href="mailto:RNA@cpuc.ca.gov">RNA@cpuc.ca.gov</a> (415.7317)</li> </ul>			
<b>Office use only- Information for person who sends the confirmation email:</b>			
I, CPUC admin person's name <i>sent the above Confirmation Email to Requestor</i> via email to Enter Addressee Name <i>on</i> <a href="#">Click here to enter a date.</a>			