

Missouri Universal Service Board
Minutes of Meeting

June 3, 2008

12:00 p.m.

Missouri Public Service Commission
PSC Agenda Room, 9th Floor
Governor Office Building
200 Madison Street
Jefferson City, Missouri

Present: Robert Clayton (RC) P, Connie Murray (CM) P, Terry Jarrett (TJ) P,
Jeff Davis (JD) P, Kevin Gunn (KG) P, Lewis Mills (LM) A, staff members of PSC, OPC,
and members of the public.

Chair Robert Clayton called the meeting to order at 12:00 p.m.

R C	C M	T J	J D	K G	L M
Y	Y	Y	Y	X	A
Y	Y	Y	Y	Y	A
Y	Y	Y	Y	Y	A

1. Approval of Minutes from March 13, 2008 USB Meeting.
 - *JD motion. TJ seconded the motion. Discussion of Minutes. RC commented on the improved detail being provided in the minutes and that the added detail required additional review to ensure accuracy. RC added that more detail to the minutes is in accordance with guidance suggested by the Auditor and recommended by Staff.*
 - *Approved.*

2. Administrator’s Monthly Reports for February, March and April 2008.
 - *Staff provided the Monthly Reports for February, March and April 2008. Staff further advised that all of the reports are in order and within expectations. CM inquired of Staff whether the reports support account balances which are in line with the balances which were expected. A representative of Central Bank responded that the account balances conform to expectations and Staff agreed.*
 - *Reviewed and received.*

3. Acceptance of external audit for July 2006 – June 2007.
 - *JD motion to accept external audit for July 2006 – June 2007, and direct Staff to implement the auditor’s recommendations. CM seconded the motion.*
 - *Discussion. RC indicated that this matter is in response to the Chair’s letter to McBride, Lock & Associates and that this will close out the audit. RC inquired as to whether there were any questions or concerns with regard to the audit, and none were raised.*
 - *Approved.*

4. Consideration of Central Bank invoice.
 - *JD motion to approve payment of Central Bank invoice. KG seconded motion.*
 - *Discussion.*
 - *Approved.*

R C	C M	T J	J D	K G	L M
Y	Y	Y	Y	Y	A
Y	Y	Y	Y	Y	A
Y	Y	Y	Y	Y	A
Y	Y	Y	Y	Y	A

5. Consideration of McBride Lock and Associates invoice.
 - **KG inquired as to whether the invoice represented a flat fee. Staff responded that it did.**
 - **TJ motion to approve and pay invoice. JD seconded motion.**
 - **Approved.**

6. Renewal of External Audit contract and McBride Lock and Associates for July 2007 – June 2008.
 - **JD motion to renew external audit contract, including \$1,000.00 cost increase. TJ seconded.**
 - **Discussion. Staff recommends renewal, and points out that the current contract provides for "two" one-year renewal with a cost increase of \$1,000.00 associated with the second one-year renewal. KG inquired about the scope of the audit, and whether it included the prior administrator, or whether it was limited to Central Bank. Staff responded that the prior audit focused exclusively on QSI. Future audits will focus on the new administrator, Central Bank.**
 - **Approved.**

7. Consideration of revised self-certification form.
 - **The current form for self-certification was presented, as well as a revised application form. OPC Staff indicated that comments from OPC were incorporated by Staff into the revised form. It was also noted that KG provided one additional revision as well.**
 - **JD motion to approve revised self-certification form. KG seconded motion.**
 - **Approved.**

8. Litigation – Closed pursuant to 610.021(1) RSMo.
 - **JD motion to close for litigation discussion. TJ seconded motion.**
 - **Approved.**

Meeting Adjourned at 12:29 p.m.


 Chairman
 8/26/08
 Date Approved