

From: [Redacted]  
Sent: 12/17/2012 12:18:53 PM  
To: Yura, Jane (/O=PG&E/OU=CORPORATE/CN=RECIPIENTS/CN=JKY1);  
jmh@cpuc.ca.gov (jmh@cpuc.ca.gov)  
Cc: [Redacted]  
Bcc:

Subject: Summary of Symposium Telephone Conversation 12/14/12

To All; Sorry for the delay in forwarding the summary-as life would have it my modem crashed on Sat and I had to wait until today to get the computer back up and running. That said the following represents the outtake of our conversation on the 14th.

Symposium Deliverables Doc.-Objective- We did not discuss this document in detail as I wanted to wait until we had comments in writing back from both Jane and Julie. We do have [Redacted] response. The decision made was to ask Jane and Julie to provide feedback by email the week of 12/16/12. Subsequent to the receipt of that input I agreed to rework the 12/10/12 draft and resend it to all parties for review with their respective organizations. It is our intent to have organizational approval by the next telephonic meeting date of 1/17/13.

Symposium Preparation Doc.-Agenda- Reviewing the 12/10/12 document the group decided;

1. Symposium Deliverable-Will be reviewed, commented to and ,hopefully, organizationally approved by 1/17/13.
2. Date of the Symposium-Requested by General Hagan to be held prior to the end of May 2013. The group has tentatively targeted May 7th and 8th. This date is partially designed to coincide with our targeted Guest Speaker's ( Debra Hersmann's) availability. Jim Hall will coordinate with the Chairman's office to confirm that the evening of May 7th will work for her.
3. Attendees-The group will plan for a total of 75-100 invited guests and participants for the evening Social/Dinner and Speaker Presentation for the evening of May 7th, 2013. The group further will plan for a total of up to 200 participants/invited guests and interested parties from the public for the full day Symposium work session on May 8th, 2013. The meeting configuration should be to accomodate the entire party for dinner and the presentation of our guest speaker on the 7th of May 2013-it may be necessary for the social event preceding the dinner to be held in an adjacent space. On the 13th it is anticipated that the General Session will be held in one room to accomodate up to 200 persons-in addition the configuration should allow for breakout groups of up to 75 people in separate rooms. Jane Yura will coordinate possible venues in San Francisco to accommodate these meeting parameters and will discuss with us during the 1/17/13 telephone conference.
4. Invited guests and the public-it is assumed that the partner companies to the Symposium (PG&E/Sempra Companies, SouthWest Gas and any other regulated gas utilities in California) will define their internal participant lists and set forth a further list of invited guests for both the evening session of the 7th and the general session of the 8th. It is anticipated that the total of partner company Symposium participants and guests along with CPUC participants and guests will total approximately 75-100 for both the evening session of the 7th and the general session of the 8th. No split between the partner companies and the CPUC of this total was decided. No members of the public or press will be invited to the evening session of the 7th but up to 100 seats will be allocated on a basis to be determined for this group for the general session of the 8th.
5. The group has agreed with the CPUC's request to attempt to hold the Symposium in the City of San Francisco.
6. It is estimated that total costs for the Symposium, including the social hour, dinner, room and audio visual rentals, security and so forth for the 7th and breakfast, lunch, room and audio visual rental, security and so forth for the 8th shall likely be in the \$50-75,000 range. This does not include costs for any hotel room rentals, speaker honorariums or other costs not anticipated above. It was discussed

that the evening social hour would include the serving of beer and wine but that no public funds would be expended for this. Based upon prior conversations with CPUC Management it is proposed to cap CPUC spending for the Symposium to a maximum of \$5,000.00. Participating partner companies will split the balance of the cost.

7. It was generally agreed that the format for the general session of the 8th would include presentations by partner company and CPUC participants on topics chosen by the group-following these presentations the larger group would then break into facilitated smaller breakout groups to discuss the topics presented, to elect a spokesperson and to then present group findings and conclusions to all meeting attendees. It is not expected that the Symposium itself shall arrive at specific recommendations but rather the intent of the overall meeting is to listen, understand and discuss. Final recommendations will be developed by working groups following the Symposium. It was further agreed that Gen. Hagan will open the general session on the 8th of May 2013-it was discussed that in the spirit of inclusiveness that a ranking corporate officer of the one of the partner companies shall also address the group-this is to be debated and decided upon by the working group and approved as required.

8. It was fully agreed that it was our desire to ask Debra Hersmann, Chairwoman of the NTSB to serve as our keynote speaker on the 7th of May 2013. This date is tentative pending confirmation of the Chairwoman's schedule availability by Jim Hall and further subject to final approval by the working team and approved as required.

9. A work team is required to complete the work leading up to the Symposium and will include; meeting content, company/CPUC internal approvals, meeting location-room set ups and session protocol ,guest lists, speaker invitations, food and beverage selection, security arrangements, media expectations and protocol, public notice and advertising, cost allocation, speakers and session leaders and so forth. This group shall also work the Symposium itself to ensure a positive outcome. The work team itself shall be composed of employees from partner companies and the CPUC as required. The team shall be jointly chaired by Jane Yura of PG&E and Julie Halligan of the CPUC.

10.The work team (or Julie/Jane/Bill Scott and others as required) will be a part of the next telephone conference scheduled for 1/17/13 at 3PM PST. Jane Yura shall arrange call in capability. Bill Scott will prepare and disseminate an agenda for that call approximately one week in advance.

11. Final approval by Gen Hagan of basic Symposium Deliverables, i.e. purpose,meeting outline,speakers, costs, location etc) will be sought the week of Jan 28th, 2013. This approval may be made in advance of that date should the General desire or it may sought in person or by telephone subject to his availability during the week. Julie Halligan will define the best approach to obtaining final CPUC approval. The week of the 28th of Jan. also coincides with Hall and Asso. next scheduled trip to San Francisco

Other Items; The group discussed the fact that the Symposium should be sponsored by the CPUC in full cooperation with California Gas regulated companies. The event is intended to be collaborative and participative. The topics selected will be designed to appeal to and to be of interest to all parties. The overarching theme of the Symposium is public safety in the State of California. Additionally, the Symposium is not intended to be a single isolated event but rather the first of many events that allow for the continuity of the theme of public safety in the State of California. Future Symposium topics will be selected based upon the success and identified needs of the State-the frequency of such future events will be determined by need and relevance. Julie agreed to contact other Symposium partner companies and to invite their participation, at all levels for this coming event.

I think this generally sums up what I heard during our telco but feel free to correct me should you have a different opinion. I will look forward to hearing from Jane and Julie.

I wish all of you a very Merry Christmas and a safe and happy holiday!