

# **FCC CONSUMER ADVISORY COMMITTEE**

## **Charter**

### **1. The Committee's Official Designation**

The official designation of this federal advisory committee is the "FCC Consumer Advisory Committee" (CAC).

### **2. Authority**

The CAC is hereby renewed at the direction of the Chairman of the Federal Communications Commission (Commission) and in accordance with the provisions of the Federal Advisory Committee Act (FACA) as amended, 5 U.S.C. App. 2.

### **3. The Committee's Objective and Scope of its Activities**

The Telecommunications Act of 1996 was intended to pave the way for a new era of greater competition and consumer choice in telecommunications for all Americans. To ensure that consumers (including those representing underserved populations) have equal and affordable access to communications products and services, and to facilitate consumer involvement and input into all activities of the Commission, the CAC charter is hereby renewed pursuant to the FACA.

The mission of the Committee is to represent consumers, including underserved populations such as Native Americans, persons living in rural areas, older persons, people with disabilities, and persons for whom English is not their primary language. The CAC shall make recommendations to the Commission regarding consumer topics specified by the Commission and to facilitate the participation of consumers (including underserved populations, such as Native Americans, persons living in rural areas, older persons, people with disabilities, and persons for whom English is not their primary language) in proceedings before the Commission. Topics to be considered by the CAC, as specified by the Commission, may include, but are not limited to the following topic areas:

- Consumer Protection and Education;
- Implementation of Commission Rules and Consumer Participation in the FCC Rulemaking Process; and,
- Impact of New and Emerging Communication Technologies.

#### **4. Description of Duties**

Initially, the CAC, formerly known as the Consumer/Disability Telecommunications Advisory Committee, was established for a period of two (2) years from the original charter date. This is the ninth renewal of the Charter. In keeping with its advisory role, the duties of the CAC will be to provide general guidance to the Commission, gather data and information, and perform those analyses that are necessary to respond to the questions or matters before it.

#### **5. Official to Whom the CAC Reports**

Chairman, Federal Communications Commission.

#### **6. Support**

The Commission will provide the facilities and support staff necessary to conduct meetings of the CAC. CAC members will not be compensated for their services. To ensure meeting accessibility for persons with disabilities, including members of the public in addition to committee members, the Commission will, however, pay costs associated with the provision of reasonable accommodations when such costs are directly associated with the conduct of the CAC's meetings, or are directly associated with the conduct of subcommittee meetings. Some examples of reasonable accommodations include sign language interpreters, meeting agendas produced in Braille, and communication access real-time translation services (CART).

#### **7. Estimated Annual Operating Costs in Dollars and Staff Years**

Annual operating costs associated with supporting the CAC's functions are estimated to be \$275,000, which includes Commission staff time equivalent to 2.25 FTE's.

#### **8. Designated Federal Officer and Deputy Federal Designated Officer**

Full-time or permanent part-time employees, appointed by the Chairman of the Commission, will serve as the Designated Federal Officer (DFO) and Deputy Designated Federal Officer (DDFO). The DFO will approve or call all CAC meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Chairman.

#### **9. Estimated Number and Frequency of CAC Meetings**

The CAC shall meet approximately three times per year. The CAC is authorized to facilitate its work through informal subcommittees which shall report their activities and recommendations to the full CAC. It is anticipated that the work of subcommittees will be conducted primarily through telephone calls, e-mail correspondence, and e-mail discussion lists. Subcommittee recommendations must be reported to the CAC as a whole. Only as modified or ratified by the full committee may such recommendations be

considered to be approved CAC recommendations. Approved CAC recommendations shall be reported to the Chair of the Commission.

## **10. Duration**

The Commission will review the accomplishments and activities of the CAC to determine if, after two years, this charter should be renewed and whether the CAC should continue as a Federal Advisory Committee.

## **11. Termination**

The CAC shall terminate two years from the renewal date of this charter, unless renewed prior to the termination date.

## **12. Membership**

Members of the CAC shall be appointed by the Chairman of the Commission in consultation with the Chairperson of the CAC and appropriate Commission staff. Members will be appointed either as Representatives or as Special Government Employees (SGEs) as necessary. Members will represent a wide variety of interests, including consumer interests, disability interests, interests of state regulators, tribal interests, and industry interests or, if serving as Special Government Employees, will have significant expertise in the issues to be addressed by the CAC. Together, these members will be selected to represent a balance of viewpoints that are necessary to effectively address the issues to be considered by the CAC. It is estimated that the size of the CAC will be within the range of twenty to thirty-five members, although the membership number may vary according to the tasks assigned to the Committee. Members should be prepared to attend at least three meetings per year of the CAC and are also expected to participate regularly in the deliberations of at least one subcommittee.

## **13. Subcommittees**

The FCC may create subcommittees. Recommendations of any subcommittee must be reported to the CAC as a whole and may not be treated as recommendations of the CAC unless, and until, ratified by the full CAC (either as proposed or with modifications.) Subcommittee members will have an initial and continuing obligation to disclose any interests in, or connections to, persons or entities who are, or will be, regulated by the Commission, or who have interests before the Commission.

## **14. Recordkeeping**

Records of the proceedings will be kept, as required by applicable laws and regulations. All records of the CAC, its subcommittees, and any other subgroups of the CAC, shall be handled in accordance with General Records Schedule 6.2, or other approved agency

records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

**15. Filing Date**

October 20, 2018