

## **Minutes**

Meeting of the Steering Committee for the Canadian Energy Efficiency Voluntary Agreements

July 30, 2024, 1:00 p.m. Eastern Daylight Time  
Conference Call

### **Steering Committee Members Participating:**

Fahd Aman (Cogeco)  
Ryan Clarke (Bell)  
Debbie Fitzgerald (CableLabs)  
Sera Kinoyan (TELUS)  
Blair Schodowski (Vantiva)  
Ian Schroeder (EchoStar Technologies)  
Toaibou Traoré (Videotron)  
Bernie Wong (Rogers)

### **Additional Participants:**

Scott Conway (Bell)  
Éric Gilbert (Cogeco)  
Paul Hudson (counsel for CableLabs)  
Adam Pavlakovich (Bell)  
Mikayla Prince (D+R International)  
Cynthia Rathwell (Rogers)  
Andrea Wagner (D+R International)

*Mr. Wong called the meeting to order at 1:06 p.m. EDT.*

All parties were reminded that this meeting would be conducted in accordance with the Competition Act Advisory Statement adopted as part of the CEEVA agreements, including that the parties would not discuss pricing or other competition issues.

The Committee approved the minutes of its June 18, 2024 meeting as submitted by the Chair.

Ms. Wagner provided an update on the CEEVA draft combined annual report for set-top boxes and small network equipment as distributed by Ms. Prince on June 7, 2024. Ms. Wagner indicated that the procurement audits and website reviews were completed. Ms. Rathwell requested additional time for review of the annual report in the context of the newly-enacted revisions to the Canadian Competition Act. The Committee voted to approve D+R's report with such approval to be deemed effective August 29, 2024, subject to non-receipt of substantive edits proposed by any party prior to the close of business on that day. If edits are proposed, the Committee agreed that minor revisions could be approved for incorporation into the report prior to its publication by a subcommittee appointed by the Chair.

Mr. Gilbert stated that he reviewed the French translation and reported that it is ready for final formatting.

Ms. Fitzgerald discussed the plan for the public announcement of the report. A draft was circulated on July 24, 2024, and only two minor comments received so far. The Committee approved a plan to publish a public announcement on the website but not to issue a press release. The Committee set a deadline of August 29, 2024, for any final proposed changes to the announcement.

The Committee voted to approve ANSI/CTA-2049-B (which is the updated revised version of the current ANSI/CTA-2049-A test method) as the test method for CEEVA SNE beginning with 2024 reporting period.

The Committee approved the 2024 reporting templates for STB and SNE for posting on the CEEVA website. Ms. Fitzgerald also reminded the signatories of testing and reporting conditions as defined in the CEEVA agreements.

Mr. Hudson provided an update on the funding for the data aggregator. The Committee approved an assessment payable to the data aggregator of US \$3500 to each CEEVA signatory with the invoices to be distributed in January 2025.

The Committee elected Mr. Wong from Rogers to serve as Chair for the 2024 reporting period.

Ms. Fitzgerald summarized the calendar of upcoming deadlines through the 2024 reporting period.

*The meeting adjourned at 1:44 p.m. EDT.*

Minutes submitted by Bernie Wong, Rogers, Chair

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Bernie Wong, Rogers, Chair

## **Agenda**

### **Meeting of the Steering Committee for the Canadian Energy Efficiency Voluntary Agreements for Pay-TV Set-top Boxes and Small Network Equipment**

(CEEVA)

July 30, 2024, 1:00 p.m. Eastern Daylight Time

#### **Conference Call**

1. Reminder of Competition Act Policy
2. Approval of minutes of [June 18, 2024 Meeting](#)
3. Update and vote on Annual Report
4. Discuss plan for public announcement of Annual Report
5. Testing and reporting for 2024
  - a. Vote on the use of ANSI/CTA-2049-B as the official test method for the 2024 CEEVA SNE report
  - b. Vote on 2024 reporting templates for STB and SNE
  - c. Reminder of testing and reporting conditions as defined in CEEVA STB and SNE
6. (Dismiss D+R International)
7. Update on data aggregator budget and consider timing and amount of next assessment
8. Election of Chair for 2024 Report
9. Any new business