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Received - 2022-02-11 02:53:15 PM
Control Number - 52195
ItemNumber - 567



State Office of Administrative Hearings

Kristofer S. Monson
Chief Administrative Law Judge

February 11, 2022

TO: All Parties of Record Via Email & Interchange

Re: Mediation, SOAH Docket No. 473-21-2606, PUC Docket No. 52195

Dear Counsel:

This case has been referred to mediation and Judge Huhn and I have been assigned as the mediators. A description of mediation at SOAH is available on SOAH's website at <https://www.soah.texas.gov/mediation-alternative-dispute-resolution>.

The mediation in this case will take place at **9:00 a.m. on February 24, 2022** via the Zoom videoconferencing platform. The meeting details will be emailed you within a meeting invitation. Please share with your client. I encourage you to familiarize yourself with the Zoom platform in advance of the mediation to make sure you and your client are able to connect and be seen and heard. To participate via videoconference, you will need: (1) a computer with a functional webcam and microphone; or (2) any mobile or smart device, such as a smart phone, iPad, iPhone, or Android phone with the latest version of the Zoom application installed. More information on how to join a Zoom meeting is available here: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>.

If you would like to do so, you have the option of submitting written pre-mediation documents to help familiarize us with the case prior to the mediation.¹ If you choose to submit pre-mediation documents, you may do so by email at holly.vandrovec@soah.texas.gov and Jeffrey.huhn@soah.texas.gov. Please **DO NOT** submit documents to the presiding administrative law judges or e-file any documents related to the mediation.

¹ Written pre-mediation documents are not required, but you are free email them if you feel it would be helpful.

We wish you success in your efforts to reach common ground. If you have any questions, you may contact me at (512) 475-2417.

Sincerely,

A handwritten signature in black ink that reads "Holly Vandrovec". The script is cursive and fluid, with the first name "Holly" and last name "Vandrovec" clearly legible.

Holly Vandrovec
Administrative Law Judge/Mediator