



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA PUBLIC UTILITY COMMISSION
COMMONWEALTH KEYSTONE BUILDING
Office of Administrative Law Judge
400 NORTH STREET
HARRISBURG, PENNSYLVANIA 17120

July 6, 2026

In Re: C-2026-3063059

(SEE ATTACHED LIST)

Terri Matthews v. PECO Energy Company

Billing Dispute

Initial Microsoft Teams Hearing Notice

This is to inform you that an evidentiary hearing on the above-captioned case will be held as follows:

Type: **Initial Microsoft Teams Hearing**

Date: **Monday, September 28, 2026**

Time: **1:00 PM**

Presiding: **Administrative Law Judge Barbara Shadie Nause**
Phone: 215.560.2105 Fax: 717.231.4764

At the above date and time, you must join the hearing. You will not be contacted by the Presiding Officer.

You may join and participate in the hearing in one of the following ways:

1. Click on the Microsoft Teams Meeting Link sent to your email.
2. Use a phone to dial into the hearing:
 - Dial the number listed below
 - Enter the Conference ID number when instructed to do so, also listed below

Call-in Audio #: **267.332.8737**

Conference ID: **219 178 355#**

3. Use the Microsoft Teams app and enter the Meeting ID and Meeting Passcode listed below:

Meeting ID: **264 466 397 376 104**

Passcode: **VQ3Zj7i9**

WITNESSES: If you have any witnesses who are participating from a separate computer or phone you must either: (1) forward to them the Microsoft Teams Meeting Link sent to your email, (2) provide them with the dial-in information provided above, or (3) provide them with the Meeting ID and Meeting Passcode also provided above.

FAILURE TO APPEAR: You may lose the case if you do not take part in this hearing and present evidence on the issue(s) raised. Your case may be dismissed “with prejudice” which means that you will be barred from filing another complaint raising the same claim(s) and issue(s) presented in the dismissed complaint,

CONTINUANCES: You may request a continuance of the hearing if you have a good reason. All continuances will be granted only for good cause. To request a continuance, you must submit a written request (a “motion”) at least five (5) days before the hearing. Your motion should include: 1) The case name, docket number, and hearing date; 2) The reason for the request; and 3) Whether the other party agrees (or if you do not know).

REPRESENTATION: If you are an individual, you may represent yourself or you may have an attorney represent you. All others, including a partnership, corporation, trust, association, or governmental agency or subdivision, must be represented by an attorney licensed to practice law in Pennsylvania, or admitted *pro hac vice*. Unless you are an attorney, you may not represent someone else.

PRESENTING EXHIBITS: If you intend to present any documents or exhibits at the hearing, you must email one (1) copy to the Legal Assistant, Pamela McNeal, at pmcneal@pa.gov and one (1) copy each must be sent to every other party. All copies must be received at least five (5) business days before the hearing. Proposed exhibits should be properly pre-marked for identification purposes.

ACCOMMODATION: Any party who needs accommodation for a disability in order to participate in this hearing process may request one. Please call the OALJ scheduling office at least five (5) business days prior to your hearing to submit your request.

If you require an interpreter to participate in the hearing, please call the scheduling office at least ten (10) business days prior to your hearing to submit your request.

- Scheduling Office: 717.787.1399
- TTY-based Telecommunications Relay Service number for persons who are deaf, hard of hearing, or have a speech disability is: 711

DOCUMENTS: ALL Parties to proceedings pending are encouraged to EITHER open and use an e-Filing account through the Commission’s website at www.puc.pa.gov OR to ensure timely arrival, submit the filing by overnight delivery as explained below.

E-FILING: The Commission offers a free e-Filing Subscription Service. This service allows a user to file documents electronically and receive an automatic email notification whenever a document is added, removed, or changed on the Commission website in a specific case. For information and to subscribe to this service, visit the Commission's website at:

http://www.puc.pa.gov/Documentation/eFiling_Subscriptions.pdf.

PAPER FILING: If you do not have the capability to open and use an e-Filing account, you may file paper documents with the Secretary of the Commission. Filing of paper documents must be sent by overnight delivery to:

Secretary
Pennsylvania Public Utility Commission
400 North Street
Harrisburg, PA 17120

It is important that you retain the tracking information as proof of submission. Emailed or faxed submission filings to the Commission are not acceptable.

CONFIDENTIAL MATERIAL: ALL documents containing confidential information must include the word "CONFIDENTIAL" written clearly and noticeably on the face of the first page of the document. If a filing contains confidential or proprietary material, the filing should be submitted by overnight delivery to ensure arrival. These filings should be followed by a hard copy with a flash drive or CD for the Commission's file. Large filings containing confidential or proprietary material may also be submitted through the Commission's Share Point File system. Filers should contact the Secretary's Bureau in advance to set up a Share Point File.

HOW TO PREPARE FOR A PUC HEARING

USING THE MICROSOFT TEAMS PLATFORM

The Pennsylvania Public Utility Commission (PUC) is currently using Microsoft Teams to conduct hearings before Presiding Officers (Administrative Law Judges and Special Agents). Use the information on your Notice of Hearing to connect to your hearing using a telephone, an internet browser (Google, Safari, etc.) or the Microsoft Teams app.

REQUIREMENTS FOR YOUR HEARING

- ☐ Have copies of these documents with you: (1) the Notice of Hearing and (2) any exhibits that you and the utility send the Judge in advance of the hearing.
- ☐ Parties and witnesses must be in a quiet area with minimal background noise.
- ☐ Parties and witnesses must have sufficient battery life for phones and devices for the entire hearing.
- ☐ Parties and witnesses using video must have sufficient data and/or Wi-Fi access.
- ☐ If you will use video, dress as you would for a formal, in-person hearing.

WHEN YOU RECEIVE NOTICE FOR THE HEARING

- 1) **Read the Notice of Hearing carefully.**
- 2) Carefully review the entire Notice for additional requirements, including deadlines for exhibits.

BEFORE THE HEARING

- 1) The PUC will send the Notice of Hearing only to the parties and/or their attorneys. **It is your responsibility to forward the information for joining the hearing to your witnesses.**
- 2) Familiarize yourself with Microsoft Teams. You may join the hearing early to practice connecting and using Microsoft Teams.

- 3) If you will use video, test your broadcast location and the location of your witness(es) as it relates to sound and lighting. Try to avoid having a bright light behind or beside you as you may appear backlit with glare. Also, try to sit relatively close to the camera and position your camera so your face and shoulders take up most of the screen.

DURING THE HEARING

- 1) Remember to keep yourself muted, unless you are speaking.
- 2) If you are using video, turn your camera on when you speak.
- 3) Do not record the hearing.
- 4) **If you are disconnected during the hearing, you may rejoin using the information from your Notice of Hearing. If you are unable to rejoin, please contact the Scheduling Office at the number provided on the Notice.**

cc:

ALJ Shadie Nause
LA Pamela McNeal
LA Cadi Eberly
Calendar File

C-2026-3063059 - TERRI MATTHEWS v. PECO ENERGY COMPANY

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Served via eService July 6, 2026

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(Counsel for PECO Energy Company)