**NPIF Meeting Minutes**

#### Tuesday, November 2, 2021 11:00 AM – 1:00 PM (Eastern Time Zone)

**Introductions and Agenda Review – All**

**Meeting Attendance –** 25 attendees

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
| Kim Isaacs | Allstream (phone) | Michael Doherty | iconectiv (phone) |
| Teresa Patton | AT&T (phone) | Steve Koch | iconectiv (phone) |
| Sara Cleland | ATL (phone) | Matt Timmermann | iconectiv (phone) |
| Joy McConnell-Couch | CenturyLink/Lumen (phone) | Cheryl Fullerton | Inteliquent (phone) |
| Kathy Troughton | Charter (phone) | Jim Kientz | Neustar (phone) |
| Arnold Monell | Cincinnati Bell (phone) | Tara Farquhar | SOMOS (phone) |
| Randee Ryan | Comcast (phone) | Kevin Green | SOMOS (phone) |
| Diane Alexenberg | Dish Wireless (phone) | Jeanne Kulesa | Synchronoss (phone) |
| Kathy Rogers | Dish Wireless (phone) | Tanya Golub | US Cellular (phone) |
| Melinda Yost | Dish Wireless (phone) | Bale Pathman | Verizon Wireless (phone) |
| Sheri Pressler | Frontier (phone) | Deborah Tucker | Verizon Wireless (phone) |
| Cathy McMahon | iconectiv (phone) | Carrie Williams |  |
| Deb Lasher | iconectiv (phone) |  |  |

**Antitrust Notice**

* *Attendees are reminded that participation in industry fora involves the potential for antitrust concerns or risks. To avoid such concerns/risks, participants should not discuss or exchange information on price, costs, business plans, or any other confidential or commercially sensitive topics.*
  + - *Tri-Chair, Teresa Patton read the Antitrust notice*

**Sub Team updates**

* + APT Readout
    - Teresa Patton gave a readout
    - Team continued discussion on Delegate Grantor SPIDs and recommended a PIM be brought to the NPIF for discussion
    - Next APT meeting is scheduled December 2, 2021
  + GUST Readout
    - Cheryl Fullerton gave a readout
    - Participation in this forum is open and providers are encouraged to participate
    - Record growth remains steady at historical norms
    - Team continues to discuss record management and new form for gathering TPS requirements was created CMA sent to NPIF distribution on Friday October 29th
    - iconectiv is reaching out to providers experiencing slowness in their local systems
    - Next GUST meeting is scheduled November 29th, 2021

**October 4th, 2021 Draft Meeting Notes – Review/Approve**

* + Meeting minutes were approved
  + CMA to post to website

Change Management

* PIM, Change Order and Documentation
  + Existing PIMs
  + PIM 130 – XML Interface Enhancements
    - Currently being worked by the APT
  + PIM 134 – LNP Record Management
    - Currently being worked by GUST
  + PIM 136 – LSMS Performance
    - Currently being worked at by the GUST
    - A form to gather TPS information was sent to the NPIF distribution on Friday October 29th
    - Responses are requested by November 22nd. CMA to send reminder to NPIF distribution 1 week prior to Nov 22nd deadline
  + PIM 137 – Clarification on OLSP removing translations when 10-Digit Triggers can’t be set
    - 09072021-01 - Verizon to draft language for BP 075
  + PIM 138 – AltSPID – LastAltSPID field population – iconectiv
    - New AI – iconectiv to draft Final Resolution language for PIM 138 review at the December NPIF
  + PIM 139 – LSMS Download Reasons – 10X People
  + PIM 140 – Sunset SP to SP Delegation v2 – iconectiv
    - 10042021-03 - iconectiv to make updates to PIM 140 to clarify language that this is only for delegation between 2 SPIDs
      * iconectiv reviewed version 2 of this PIM
      * This AI is now closed
    - New AI – iconectiv to draft a Doc Only CO to update M&Ps and wording in FRS as outlined in PIM 140
    - CMA to post updated version to website
  + New PIMs
    - PIM TBD – Limit Quantity of Delegate SPIDs – iconectiv
      * iconectiv reviewed the draft PIM.
      * One Grantor SPID can have up to 5 Delegate SPIDs per region
      * Draft PIM was accepted and assigned #141
      * CMA to post to website
  + Existing Change Orders
  + CO 554 - XML LSMS Query Recovery - iconectiv
  + CO 555 - Turn-up Test Plan Additions – Doc Only – iconectiv
  + CO 556 – New SV Download Reason – 10X People
    - 10042021-04 - 10X People to make updates to CO 556 to add clarification that this only applies to XML
    - No discussion on updated version of this CO
  + CO 557 - SPID Level Outbound Flow Control Tunables – iconectiv
    - No further discussion
  + New Change Orders
  + CO TBD - Scheduled NPBs During SPID migrations – Doc Only - iconectiv
    - AI 10042021-01 **–** iconectiv to draft a Doc Only Change Order to describe the current functionality related to scheduled pool block activities and SPID migrations
    - This Draft CO was reviewed, accepted and assigned #558
    - CMA to post to website
  + BPs
  + BP 075 – Incomplete ONSP Provisioning - Allstream
    - 09072021-01 - Verizon to draft language for BP 075
    - Verizon to update the BP with the proposed wording so other SPs can suggest any wording changes
    - CMA to send updated BP to NPIF distribution to provide the opportunity for providers to suggest alternate wording for the BP
  + New BPs
  + BP TBD - LSMS Record Management – Lumen
    - Lumen reviewed the draft BP. It was accepted and assigned #077
    - CMA to post BP to website
    - Suggestion was made to add ‘BP’ in front of all Best Practices to align with PIM and CO formats and reduce confusion
    - CMA to update all BPs with the letters BP in the filename and on the website for all BPs

**Action Items Review**

* + Existing Action Items
  + 09072021-01 - Verizon to draft language for BP 075
    - Verizon reviewed draft language
    - This AI remains open to allow SPs to provide additional comments to the proposed language
  + 09072021-03 - SPs to review their contact information on the Customer Portal and make any updates required
    - This AI remains open to provide SPs time to make the updates
    - CMA to check if contact info has been updated for how many SPIDs
    - BP 017 references an LNP Contact list an ATIS NGIIF LNP – Do we want to modify it since the list still exists
    - ATIS NGIIF still has a Contact list that includes LNP information on their website
    - New AI - iconectiv to take back how SP contact information might be updated to care for people leaving companies due to attrition.
    - Agenda topic to discuss this BP at the December NPIF meeting
  + 10042021-01 - iconectiv to draft a Doc Only Change Order to describe the current functionality related to scheduled pool blocks activities and SPID migrations
    - Draft CO was reviewed by iconectiv and accepted (#558).
    - This AI is now closed
  + 10042021-02 - iconectiv to check coordination efforts between NPAC and PAS for any scheduled pool block activities affected by SPID migrations
    - iconectiv shared that this effort is coordinated by the SP. This is no issue with the mechanization between the PAS and NPAC
    - This AI is now closed
  + 10042021-03 - iconectiv to make updates to PIM 140 to clarify language that this is only for delegation between 2 SP SPIDs
    - iconectiv reviewed the updates to PIM 140.
    - This AI is now closed
  + 10042021-04 - 10X People to make updates to CO 556 to add clarification that this only applies to XML
    - AI remains open
  + New Action Items
    - iconectiv to draft Final Resolution language for PIM 138 review at the December NPIF
    - iconectiv to draft a Doc Only CO to update M&Ps and wording in FRS as outlined in PIM 140
    - iconectiv to take back how SP contact information might be updated/utilized to care for people leaving companies due to attrition
    - CMA to update all BPs with the letters BP in the filename and on the website for all BPs

**2021 Meeting Schedule**

* December 7, 2021 11-5 ET
* January 11, 2022 11-1 ET
* February 8, 2022 11-5 ET

\* Asking for volunteers to host face to face meetings in 2022.

**Unfinished/New Business**

* NPRM FCC 21-102 – addresses SIM Swap and Port Out Fraud
  + Put this on the December NPIF agenda
* Proposed SPID Migration blackout dates
  + Michael Doherty (iconectiv) reviewed the Proposed SPID Migration Blackout dates.
  + Consensus was reached on proposed dates

|  |  |
| --- | --- |
| **2021-2022 SPID Migration Blackout** | |
| 11/07/2021 | 1st Sunday |
| 11/28/2021 | **Holiday** |
| 12/05/2021 | 1st Sunday |
| **12/26/2021** | **Holiday** |
| 01/02/2022 | 1st Sunday |
| 02/06/2022 | 1st Sunday **R5.1** |
| 03/06/2022 | 1st Sunday |
| 04/03/2022 | 1st Sunday **Failover** |
| 05/01/2022 | 1st Sunday |
| **05/29/2022** | **Holiday** |
| 06/05/2022 | 1st Sunday |
| 07/03/2022 | 1st Sunday |
| 08/07/2022 | 1st Sunday |
| 09/04/2022 | 1st Sunday |
| 10/02/2022 | 1st Sunday |
| 11/06/2022 | 1st Sunday |
| **11/27/2022** | **Holiday** |
| 12/04/2022 | 1st Sunday |
| **12/25/2022** | **Holiday** |

Meeting Adjourned @ 12:30 ET