# ATTENDANCE:

No Highlight – Attended on both days

Green – Attended on Day 1

Yellow - Attended on Day 2

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
| Jim Grasser | Cingular Wireless | Brigitte Brown | TeleCorp PCS |
| Anne Cummins | AT&T Wireless | Rosemary Emmer | Nextel |
| Scotty Parish | AllTel | Colleen Collard | Tekelec |
| Marcel Champagne | NeuStar | Melissa Flicek | Nextel Partners |
| Gene Johnston | NeuStar | Todd Barfield | Excel Communications |
| Jean Anthony | Telecom Software | Jeff Adrian | Sprint PCS |
| H.L. Gowda | AT&T | Linda Godfrey | Verizon Wireless |
| Karen Mulberry | WorldCom | Chris Duckett-Brown | Verizon Wireless |
| Jason Lee | WorldCom | Kathleen Tedrick | Sprint |
| John Malyar | Telcordia | Rick Dressner | Sprint PCS |
| Robert Jones | U.S. Cellular | Mary Brien | Sprint PCS |
| Charlotte Holden | U.S. Cellular | Mitch Kaufman | NCS Pearson |
| Marlene Nolan | U.S. Cellular | Stephen Addicks | WorldCom |
| Suzanne Stelmock | LTC International Inc. | Tracy Frank | Business Edge Solutions |
| Ron Stutheit | Evolving Systems | Patricia Smith | Voicestream Wireless |
| Julie Neumann | AT&T Wireless | Ron Steen | Bell South |
| Colleen Flury | AT&T Wireless | Adam Newman | Telcordia Routing Administration (TRA) |
| Charles Ryburn | SBC Wireline | Gary Sacra | Verizon |
| Frank Holleman | Telcom Strategies Group | Amy Putnam | NeuStar |
| **Participants via the Conference Bridge:** | |  |  |
| Jennifer Gory | AllTel | Liz Coakley | SBC Wireline |
| Dave Garner | Qwest | Valerie Arch | Verizon Wireless |
| Gene Perez | TSI Telecommunication Services | Maggie Lee | Illuminet |
| Rick Jones | NENA | Lonnie Keck | AT&T Wireless |
| Steve Hallbauer | CHR Solutions | Jen Spitzer | Qwest Wireless |
| Dave Cochran | BellSouth | Cheryl Gordon | AllTel |

# MEETING MINUTES FROM DAY #1 (2/4/02):

## Introductions and Agenda Review

Introductions were made and the agenda reviewed.

## Reviewed December 2001 & January 2002 Minutes

1. Team approved the December 2001 meeting minutes (see attachment – v.03)
2. The team requested that the following changes be made to the January 2002 meeting minutes. The attachment below (v.03) incorporates these changes.
   1. In Section E - Regional Time Zones for the Long Business Day Tuneables, the Southeast region is listed twice – remove the duplicate reference and list them in alphabetical order.
   2. Add Gene Johnston to attendance list in January.
   3. Include the following note in Section G - Effective Date for Tuneables in January minutes:

***NOTE: In the February 2002 meeting, NeuStar indicated that the January 2002 decision* listed *below needed to be modified slightly. There is only one test bed, so only one time zone can be set for long business days for the intercarrier testing. While the team already decided to propose setting long business day duration from 3am to 11pm and for that to begin on March 1, 2002, the team still needs to decide upon which time zone to use.***



## Introduction of New Business Items

1. FEEDBACK FROM JANUARY 2002 NANC MEETING:
   1. SP Questionnaire:
      1. NANC assigned an action item for the WNPO to ask SPs if they were going to be able to make the 11/24/02 date, and to ask SPs to identify the jeopardy issues if they did not believe they could make the 11/24/02 date.
      2. The co-chairs prepared and sent out a questionnaire to the WNPO distribution list requesting that SPs provide responses to a NeuStar representative.
      3. Later, based upon concerns raised by some SPs, the questionnaire was retracted. Some SPs had pointed out that the questionnaire had not been approved by the WNPO prior to being sent out, and others expressed concern with providing responses to a NeuStar representative.
      4. The CTIA is tasked by NANC with identifying jeopardizes. Members of the WNPO indicated they preferred that method of communicating the jeopardies to NANC and the FCC.
   2. FCC Clarification of the 3rd NRO Report:
      1. An FCC representative at the NANC meeting clarified that the new definition of Top 100 MSAs in the 3rd NRO report applied to both pooling and porting. The geographic area and population within the Top 100 MSAs has increased. The top 100 MSAs defined in the 1990, 2000, and any future census also apply. San Juan, Puerto Rico is now in the top 100 MSAs.
      2. The 3rd NRO report serves as a BFR for the new definition of the Top 100 MSAs. Therefore, all codes in Top 100 MSAs must be opened for porting.
      3. The 3rd NRO report will not be clarified/corrected by the FCC (this refers to the statement made in the report regarding the support of porting across rate centers).
2. PUERTO RICO PORTING MEETING:
   1. Puerto Rico is preparing to launch Phase 1 of Local Number Portability in May 2002. The testing is scheduled to begin in March 2002.
   2. A meeting is scheduled for March 1st 2002 at 2:00 Puerto Rico time in Puerto Rico. Participants are scheduled to share their testing implementation schedules and discuss testing and cost recovery.
   3. The entire island is one rate center.
   4. Puerto Rico has indicated that they are on the proposed pooling schedule for early 2003. Amy Putnam indicated that the FCC has approved only the first 3 months of the proposed schedule (which includes mid-March through mid-June of 2002), however there is a proposed schedule that goes out a couple of years.
3. APPROVAL OF ADDITIONS TO THE WNPO DECISION/RECOMMENDATION MATRIX:
   1. Item 0006 – In response to a request from the LNPA Working Group, the team agreed to add the following verbiage for item 0006: “Service providers must sufficiently test all equipment prior to turning it up in production. If service providers are unable to complete sufficient testing they should not turn up equipment that is not ready for production use.” Although there had been some discussion regarding urging SPs to file for a waiver if the solutions could not be fully tested prior to 11/24/02, the team members decided that such a recommendation would not be appropriate because a waiver would have to be filed in March/April, which is before inter-carrier testing will start.
   2. Item 0005 – The wording was approved as is (“The NRO 3rd Report & Order, released on 12/28/01, clarified that BFRs (Bonafide Requests) are not needed within top 100 MSAs – all codes within the top 100 MSAs must be open for porting by 11/24/02. This applies to both wireline and wireless SPs.”).
   3. Item 0007 – The team approved the following addition to the WNPO Decision/Recommendation matrix. Title: “Database Query Priority” Description: “Number portability queries should be performed prior to HLR queries for call originations on a wireless MSC.”. The updated version of the matrix (v.06) is attached below.



1. 3RD NRO REPORT – TECHNOLOGY SPECIFIC OVERLAYS

No contributions were received, so this topic is being removed from the list of items to discuss.

1. A SMALLER CARRIER’S PERSPECTIVE OF LNP DATABASE SIZING - BOB JONES

Bob Jones presented the following contribution to the WNPO and asked that it be put into the WNPO record as a resource for smaller SPs.



1. REVISED IMPLEMENTATION TIMELINE
   1. This section contains information from discussions during 2/4/02 (Day 1) meeting, an evening meeting on 2/4/02, and during a discussion on 2/5/02 (Day 2).
   2. **DECISION:** The team decided upon including the following components and timeframes in the revised timeline. The revised timeline serves as an updated guideline, not a status update. Note: all dates below are end dates.
      1. **Critical Network Elements Available – 3/1/02**
      2. **All Other Vendor Products Available – 5/1/02**
      3. **NPAC Agreement Complete – 7/1/02**
      4. **Internal Development & Testing for Porting & Pooling – 8/1/01** (This item on the timeline is a combination of the following three elements that were on the previous timeline: 1) functional specs, 2) system development, and 3) internal end-to-end testing. Further a note will be added to the timeline to refer to the Risk Assessment Document.)
      5. **Intercarrier Test Logistics – 10/1/02**
      6. **Intercarrier Testing – Begin date: 4/1/02; End date: 10/1/02**
      7. **Deployment and Final Adjustments – Begin date: 9/1/02; End date: 11/24/02**
      8. NPAC Turn-Up testing did not need to be displayed in the timeline because NeuStar indicated they would provide up to and beyond 11/24/02.
      9. The title will be changed to cover both portability and pooling – “Wireless Number Portability & Pooling Implementation Guideline”.
   3. **ACTION:** Jim Grasser to revise the timeline and narrative and send it to the team on 2/6/02.
   4. **ACTION:** Team to review the revised timeline and narrative and provide any comments to Jim Grasser by COB 2/7/02.
   5. **ACTION:** Jim Grasser to send the updated timeline and narrative to NANC.
   6. **DECISION:** The team decided that the following elements would be classified as “Critical Network Elements”:
      1. Switch
      2. HLR
      3. LSMS solution (whether service bureau or an in-house solution)
   7. **DECISION:** The team decided that critical network element testing at the call completion level could be performed first, and back office system testing could be done later, so internal and intercarrier testing could proceed while back office systems were being developed in parallel. **ACTION:** The WTSC will split up the intercarrier testing checklist requirements, so that it is clear what items need to be addressed before entering the first phase of intercarrier testing to address the critical network elements at the call completion level.
   8. NeuStar clarified that although there is no official end-date to when they will support NPAC turn-up testing, SPs must complete an NPAC user agreement prior to intercarrier testing and implementation.
   9. NeuStar indicated that July 1st 2002 was the latest date to get an NPAC SPID.
   10. The team clarified that SPs must be able to perform intra-service provider ports in September 2002 for pooling.
   11. Following are the items that require changes and testing in order to support porting. These items were identified during the evening session on 2/4/02 and were reviewed with the rest of the team on 2/5/02.
       1. HLR (1)
       2. Switch (1)

This legend applies to the ranking of these items:

**1** = Needed in order to begin intercarrier testing

**2** = Must do in order to complete intercarrier testing

**3** = Nice to have during intercarrier testing –OR-

Needed for internal testing only.

* + 1. LSMS Capability (1)
    2. LTI/SOA (2)
    3. VLR/Traveling (1)
    4. Roaming (on another SP’s network) (2)
    5. TNI – Telephone Number Inventory (3)
    6. ICP (2)
    7. Voicemail (3)
    8. Short Message Service Center / SMS (3)
    9. Prepay / Account Spending Limits (2)
    10. Voice Activated Dialing (3)
    11. Data (3)
    12. Billing (3)
    13. CIBER Message Exchange (2)
    14. Geographic eligibility (Rate Center Check) (3)
    15. Usage Fraud Detection (3)
    16. E911 (2)
    17. Operator Services (2)
    18. Handsets – display MDN (3)
    19. OTAF – Over the Air Functionality (3)
    20. POS – Point of Sale systems (3)
    21. Provisioning Systems (3)
    22. Directory Assistance (DACC) (3)
    23. CALEA (2)
    24. Directory Listings (3)
  1. The team discussed that Pooling requires changes and testing on all of the same items except ICP and Point of Sale systems.
  2. The update timeline and narrative that were sent to the NANC are attached below:

## NEUSTAR UPDATE:

1. NeuStar indicated that 23 SPs have at least either signed an NDA with NeuStar, or have made serious inquiries to the NPAC. Out of the 19, about 17 have signed an NDA or have an application on file. At first it was believed to be 23 out of a possible total of 73 SPs which operate in the Top 100 MSAs, however, four of the 23 do not appear on the list of 73, and Jim Grasser indicated that only about 50 were confirmed as viable companies. **ACTION:** Jim Grasser to provide the list of the approximately 50 SPs that operate within the Top 100 MSAs.
2. There is a new wireless provider that is conducting turn–up testing with the NPAC on Release 2.0. Two more service providers are scheduled to begin on February 18th. As of February 18th, there will be a total of seven companies that have participated in turn-up testing.
3. Status, as of 1/31/02, of NPAC release 3.1 testing in the Northeast region:
   1. 11 SPs are 100% complete
   2. 4 carriers are 90% complete or higher
   3. 1 carrier is between 70% - 80% complete
   4. 1 carrier is 60% complete
   5. 1 carrier is between 40% – 50% complete
   6. There are a total of 18 entities connected in the Northeast region.
   7. There was a patch implemented on 1/2/02 to address a couple of problems that were identified.
   8. There is one issue with mass updates on the LSMS that is currently being repaired by LSMS providers.
   9. Performance testing is going very well. The test cases met the requirements for performance.
   10. Performance outcome of testing of NANC 179 with 5000 TNs – 2.5 hours with it off, and 1 hour with it on.
4. The rollout of release 3.1 in the Northeast region is currently scheduled for February 18th. If SPs do not complete their testing prior to that date, they will have to connect via the LTI when 3.1 goes live on February 18th.
5. Release 3.1 roll-out schedule:
   1. Northeast - February 18th
   2. Western - March 18th
   3. Southwest - April 8th
   4. West Coast – April 22nd
   5. Mid-Atlantic – May 6th
   6. Southeast – May 20th
   7. Midwest – June 10th
6. Team members stated that at [www.wirelessadvisor.com](http://www.wirelessadvisor.com), SPs can enter their area and it shows the companies that are providing service in that area.
7. Gene Perez expressed concerns regarding the non-Top 100 carriers, there are over 1100 that they have not heard from.

## CHANGES TO AND APPROVAL OF THE BFR CHECKLIST & FORM

1. The following changes were made to the BFR checklist and form based on the team’s request:
   1. Deleted bullet near the bottom, which read: ” Once a code is open for porting in the LERG and NPAC, that status can be changed in the future if needed.” Although this is a true statement, the team felt that it did not belong in the document.
   2. The following bullet item “SPs can make a request at any time for codes to be open for porting MSAs outside the top 100, however the clock does not start ticking until after 11/24/02.” was modified to read ”SPs can make a request at any time for wireless codes to be open for porting outside the top 100 MSAs, however the time to accommodate that request does not begin until 11/24/02. The time to accommodate similar requests for wireline codes begins on the date the request is received by the wireline carrier.”
   3. Deleted the following item from the checklist: “Check the NPAC to verify that the codes are not already open for porting.”
2. **DECISION:** Based on the changes made to the BFR Checklist and Form, version v.04 of the document was approved by the team (see v.04 attached below).
3. **ACTION:** Post the BFR Checklist & Form (v.04) on the NPAC website. (Jim Grasser & Gene Johnston)



## CHANGES TO & APPROVAL OF THE RISK ASSESSMENT DOCUMENT

1. **DECISION:** The team reviewed the Risk Assessment document and agreed upon some modifications on 2/4/02. The updated document was emailed to the WNPO for final review on 2/5/02. On 2/5/02 the WNPO agreed upon the final version of the document and agreed that it could be forwarded on to the NANC.
2. **ACTION:** Capture on WNPO issues/action items list that the WNPO needs to reach out to CIBERNET to request that the X2 record become a requirement.
3. The version of the Risk Assessment Document that was sent to the NANC in February is attached below.



# MEETING MINUTES FROM DAY #2 (2/5/02):

## APPROVAL OF THE RISK ASSESSMENT DOCUMENT

(See notes under Section F under Day 1 2/4/02)

## PORTABILITY MEETINGS IN PUERTO RICO

(See notes under Section C under Day 1 2/4/02)

## APPROVAL OF REVISED IMPLEMENTATION TIMELINE

(See notes under Section C under Day 1 2/4/02)

## NCS PEARSON – MBI ADMINISTRATOR

Mitch Kaufman, from NCS Pearson, indicated that the MBI Administrator will be sending out materials to wireless providers and it is looking for valid contact information from each wireless SP. **ACTION:** All wireless SPs to send an email with contact information to the MBI Administrator at [Mbiadmin@ncs.com](mailto:Mbiadmin@ncs.com) to request the initial mailing package and user agreement. The contact information should include name, address, email address, phone number, company name.

## OTHER

The WNPO needs two full days each month to address more of the items on its agenda. The team decided that it would meet from 8:30am to 5:00pm on Monday and Tuesday.

# NEXT MEETING:

**March 4th 8:30am – 5:00pm (local time) and March 5th 8:30am – 5:00pm (local time) – St. Louis - SBC**

# FUTURE MEETINGS:

WNPO Dates: Location & Host:

April 8 – 9 Kansas City, MO - Sprint

May 13 – 14 Redmond, WA - AT&T Wireless

June 10 – 11 Atlanta, GA - AT&T

July 8 – 9 U S Cellular - Chicago

August 12 – 13 Vancover, BC - Canadian Consortium

September 16 – 17 Baltimore, MD - Verizon

October 14 – 15 Denver, CO - ESI

November 11 – 12 Atlanta - Cox Communications

December 9 – 10 Las Vegas - Nextel Partners

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