# MEETING MINUTES FROM DAY #1 (10/13/03)

# ATTENDANCE: Day 1

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
|  |  |  |  |
| Susan Ortega | Nextel | Stephen Sanchez | AT&T Wireless |
| Mark Wood | Cingular | John Malyar | Telcordia |
| Dave Garner | Qwest | Steve Addicks | NeuStar |
| Paula Jordan | T-Mobile | Sean Hawkins | AT&T Wireless |
| Monica Dahmen | Cox Comm. | Marcel Champagne | NeuStar |
| Craig Bartell | Sprint | Susan Tiffany | Sprint |
| Maggie Lee | VeriSign | Jeff Adrian | Sprint |
| Brad Bloomer | Onstar | Rick Dressner | Sprint |
| Chuck Bohl | US Cellular | Deborah Stephens | Verizon Wireless |
| Adam Neuman | Telcordia | Jean Anthony | TSE |
| Audrey Herrel | NeuStar | Rob Smith | TSI |
| Sharon Bridges | Verizon | Tom Williams | TracFone |
| Jennifer Goree | Alltel | Reza Rahsaz | AT&T Wireless |
| Brad Boughton | Alltel |  |  |
|  |  |  |  |
|  |  |  |  |
| **On the phone** |  |  |  |
|  |  |  |  |
| Lonnie Keck | AT&T Wireless | Chris Duckett-Brown | Verizon Wireless |
| Melanie Wilkerson | AT&T Wireless | Scottie Parish | ALLTEL |
| Jim Grasser | Cingular | Earl Scott | Verizon |
| Charlotte Holden | US Cellular | Shannon Collins | NeuStar |
| Liz Coakley | SBC |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# MEETING MINUTES FROM DAY #1 (10/13/03)

1. **REVIEW OF MEETING MINUTES:**

1. August Minutes were accepted as final.

2. Sept. Minutes were reviewed and changes made and it was agreed that the minutes will be accepted and distributed once those changes are made.

1. **COMBINED WNPO / WTSC MEETING:**

**WTSC Read-Out by Susan Sill of AT&T Wireless**

1. ‘Lessons Learned’ matrix has not been sent out but will be populated this month and distributed.
2. WTSC team met in Las Vegas, NV and designed an End-2-End (e-to-e) testing template (V4, dated 9/30/03) and this was sent out for comment and will be reviewed once more and then posted to website.
3. Planned Chicago Round Robin testing was supposed to start on Sept 29. Carriers involved include AWS, VzW, Nextel, Cingular and T-Mobile and USC. wThe focus of eek one was basically setting up and testing connectivity between participants. The first round of testing did not start until 10/6 and clean up efforts are being done now. Other testing between AWS and VzW in L.A. is still in progress. Testing resources were an issue for some with very long hours spent doing testing.
4. Other intercarrier test progress, as of this date, includes: Sprint and T-Mobile is ongoing; ALLTEL and USC still scheduled; VW and T-Mobile completed; Nextel & Cingular is ongoing and Alltel and Sprint completed.

1. A lot of e-2-e tests are still going on and WTSC will forward the schedule to WNPO or post to the website. Report from WTSC is that e-2-e testing with back office systems included in the mix is much more complicated. Lessons learned from this testing will be discussed this week at the WTSC meeting.

1. The WTSC team has agreed to continue to meet until at least June of 2004. This will allow new entrants to participate. In particular this may include those required to be ready by May 24, 2004.
2. **WNPO MEETING – Monday**
3. **INTRODUCTIONS, ANNOUNCEMENTS, AND AGENDA REVIEW**

Sharon Bridges and Gary Sacra, of Verizon hosted meeting in Portsmouth, NH.

1. **OBF UPDATE – JIP Issue, Sue Tiffany**

:

1. The NIIF letter WNPO received in Sept. regarding the JIP issue was brought up again. Last month the team agreed to return a response indicating that the WNPO would be unable to respond collectively but would urge member companies to respond on their own. Instead it was recommend that the WNPO respond as team and include the following points
2. The WNPO is not the appropriate body to comment on switch standards but we do recommend that service providers work through their switch standards subject matter experts to respond to the JIP issue.
3. The WNPO does not see that is a LNP-specific issue.
4. The WNPO requests and would appreciate if NIIF would keep the team informed regarding the JIP switch standards.

**10.C.1 ACTION ITEM: Maggie Lee will send a response letter to the NIIF stating the agreed upon points.**

1. OBF billing call was held to discuss the NIIF letter. Some carriers expressed opinions that to implement JIP across cell sites would be very expensive although possibly implementing JIP from the originating switches would be easier and more technically feasible. Three key issues for this include: standards changes, software changes, and vendor changes.

**10.C.2 ACTION ITEM: Sue Tiffany to send out TIA communications from committee TR45.2 regarding JIP recently sent to OBF.**

1. **2004 MEETING Weeks, Locations and Hosts are not available today:**

January 5, 2004

February 2, 2004

March 8, 2004

April 5, 2004

May 3, 2004

June 14, 2004

July 19, 2004

August 9, 2004

Sept. 7, 2004

Oct. 4, 2004

Nov. 1, 2004

Dec. 6, 2004

**4) WW and ITF Update – Lonnie Keck**

A) WIRELESS WORKSHOP - Weekly Minutes are posted at the ATIS website.

1. Four (4) new Fast Track Issues from last meeting include: Coordinated hot cut, zip code and state not clearly defined, due date and time fax specifications not matching WICIS and responses for NPQTY/PORTED#/LNUM not matching WICIS.
2. Regarding the ongoing questions about copyrighting and sharing the WICIS fax forms was addressed by ATIS legal council. Council explained that the OBF has created an exception with respect to the fax form noting that it can be shared and can be customized for instance by adding a specific company logo and forms could be posted to

a company’s INTRANET website. A specific request regarding posting the form to the INTERNET will be discussed at SAG on Tues 10/14/03. Re-release of 2.0.1 has gone out to the industry as of Sept. 26, 2003.

1. The next face-to-face WW meeting is November 18-20, 2003 in Van Couver, BC. Lonnie reminded us that the cut off date for new issues for OBF 84 is Oct 22, 2003. There is a call on Oct 28, 2003 to review all issues and prioritize for the OBF 84 issue.
2. Weekly calls are being held and the leadership urges others that issues submitted from the WTSC or from WICIS need to be reviewed to determine if they are interoperability issues that need to be worked or addressed by 11/24 date.
3. Lonnie Keck’s action item from Sept. for verbiage to be included on the WNPO Decision-recommendation Matrix has not been forwarded yet for inclusion but will be done this week. This has since been received and posted to the Decision matrix.

B) ITF Read-Out.

1. Major issue discussed on the October 2, 2003 conference was the split process. Matrix being put together about what needs to go to which provider for a split. There may be a need for some industry-wide notification process.
2. The following scenario was described as an unresolved issue: How will directory service, attached to a multi-line account, be maintained if the subscriber is migrating some of the lines to wireless and wishes to keep listing and advertising maintained in the directory. This has been a dormant issue for about one year and Sprint has decided to champion this issue now.

**5) READ-OUT from Fall-Out Reduction Team (FORT).**

Chair persons elected for this sub-team include Kathleen Tedrick, Sprint Local; Jennifer Goree, ALLTEL; Shenna Strickland, TSI. On the Oct 10, 2003 conference call the FORT drafted the official mission statement for the team. The team scope still needs to be drafted.

The team agreed to hold weekly conference calls every Friday morning 10/24 from 10-12 CT at least through the end of the year including the Friday after Thanksgiving.

There will be a separate section under the WNPO at the npac.com website for the minutes etc. Process for contributing issues to the team will be a slightly modified PIM form.

To be added to the list send your contact info to Sue Tiffany ([stiffa01@sprintspectrum.com](mailto:stiffa01@sprintspectrum.com))

**10.C.3 ACTION ITEM: Maggie Lee to send info to Jennifer the information regarding NIIF**

**contact list and how to access and update it**

**NOTE: For the November meeting we will have the FORT read-out session at**

**1:00 pm CT on Monday 11/10/2003 and invite participation by NNPO as well as**

**the WTSC at that time.**

**6) PIM UPDATE – Maggie Lee**

Read out from the LNPA-WG distribution from the Sept. Meeting.

**10.C.4 ACTION ITEM: Steve Addicks is going to prepare a presentation for Nov. meeting reviewing the NPAC settings Button at** [**www.npac.com/secure**](http://www.npac.com/secure) **to enhance new SPs knowledge**.

**7) Modification of NPAC Conflict Timers Contribution:**

The WNPO agreed that they did not want to send up an additional ‘could not be reached consensus report’ to the NANC, relative to previous NPAC Conflict Timer contribution, and reminded the team that regardless of the decision made the dissenting members could submit a Minority Report to the NANC either on an individual basis or a group effort.

Going forward if consensus on an issue cannot be reached we will document in clearer detail the issue and reasons why consensus was not reached. We will insure that statements, concerns from both sides are clearly spelled in the NANC report before being submitted.

**8) CHANGE THE CANCEL PENDING TIMERS SUBMITTED BY NEXTEL.**

Susan Ortega, of NEXTEL, reviewed the re-written contribution on changing the timer from nine hours to two hours each for wireless only.

The following companies stated they wanted to keep the Cancel Pending timers at the current 9 hours: Sprint, Alltel, Cingular Wireless, AT&T Wireless, and US Cellular and Qwest wireless. Qwest commented that rather than changing the timer why not just use the stated option 1 “Concur with the Cancel Pending and Create a new SV’. T-Mobile and Verizon Wireless would support this contribution. Some members did not currently support option 1 of the contribution but expressed that views may change after some history has been gathered once we go into production and at that time would be willing to revisit.

Contribution has been declined.

**9) AT&T WIRELESS CONTRIBUTION – NPAC TEST BED HARDWARE**

AT&T has resubmitted contribution and basically states that the current platform does not reflect a production environment to support volumes dictated by the emergence of WNP, future functionality enhancements and industry forecasts.

NeuStar clarified that SOW 34 includes all functionality but does not address performance issues. The contribution is accepted and the team agreed it should be handed off to the Architecture team.

**10) NEW BUSINESS: SPRINT LOCAL**

FCC clarification to wireless SPs – “share basic contact and technical information sufficient to perform the port”.. Discussion on getting additional notice from the WNPO out to the mailing list should include the following as well as a copy of the FCC 03-237 and the CTIA:

This is a reminder to the industry that basic contact and connectivity information needs to be exchanged between trading partners (and service providers who are required to port). The industry strongly urges the exchange of data take place by 11/3/2003 in order to avoid a negative impact to the consumer porting experience.

As referenced in the FCC 03-237, CC Docket No. 95-116, adopted Oct. 03, 2003 and released October 7, 2003.

**10.C.5 ACTION ITEM: Distribute an e-mail to WTSC, LNPA-WG, Wireless Workshop and CTIA the statement and associated documents. COMPLETED on 10/14/2003.**

**11) MONDAY WRAP-UP AT 4:45P:**

Reviewed action Items. Meeting was successfully adjourned.

# MEETING MINUTES FROM DAY #2 (10/14/03)

# ATTENDANCE: Day 2

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
|  |  |  |  |
| Gary Sacra | Verizon | Steve Addicks | NeuStar |
| Maggie Lee | VeriSign | Elie DeCassis | T-Mobile |
| Jeff Adrian | Sprint | Paula Jordan | T-Mobile |
| Rob Smith | TSI | Stephen Sanchez | AT&T Wireless |
| Susan Tiffany | Sprint | Mark Wood | Cingular |
| Craig Bartell | Sprint | Deborah Stephens | Verizon Wireless |
| Marcel Champagne | NeuStar | Sean Hawkins | AT&T Wireless |
| Mark Wood | Cingular | Rick Dressner | Sprint |
| Dave Garner | Qwest | Monica Dahmen | Cox Communications |
| Audrey Herrel | NeuStar | Jason Kempson | Telcordia |
| Jennifer Goree | ALLTEL | Jean Anthony | TSE |
| Syed Mubeen Saifullah | NeuStar | John Maylar | Telcordia |
| Tom Williams | TracFone | Adam Neuman | Telcordia |
| Chuck Bohl | US Cellular | Brad Bloomer | OnStar |
| Brad Broughton | Alltel |  |  |
|  |  |  |  |
| **On the phone** |  |  |  |
|  |  |  |  |
| Jim Grasser | Cingular | Chris Duckett-Brown | Verizon Wireless |
| Earl Scott | Verizon | Susan Ortega | Nextel |
| Liz Coakley | SBC | Rick Jones | NENA |
| Jason Lee | MCI | Shannon Collins | NeuStar Pooling |
| Scottie Parish | ALLTEL | Charles Ryburn | SBC |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

###### D) WNPO MEETING - TUESDAY

**1) REPORT on 291, EDIT to REQUIRE an SSN of 000, from NeuStar**

This 291 edit was turned on for the industry at the NPAC on October 5, 2003 during the maintenance window. There were questions from carriers but there were no problems reported to the NPAC since that time. This will be dropped from the agenda.

**2) NENA REPORT – Rick Jones**

A. NENA continues to distribute the public education package

B. Emergency Routing Key issue is being worked this week ATIS Emergency Service Interconnection forum

C. NENA made a request to the industry that any carrier doing E911 testing should use phones that are MIN/MDN separated.

###### 3) NNPO (National Number Portability Operations Team) Read-Out – EARL SCOTT

Earl Scott provided a brief description of the NNPO mission and scope as well as a high level overview of this team. Both the mission and scope are included in the following document.



NNPO info at one time resided on the NPAC website and the team is trying to get a location reestablished at the website. If any company wants to be part of the distribution list send an email to the co-chairs including Earl Scott-Verizon, [earl.scott@verizon.com](mailto:earl.scott@verizon.com) ; Monica Dahmen – Cox, [monica.dahmen@cox.com](mailto:monica.dahmen@cox.com) ; Anne Henderson-ATT, [hendersona@att.com](mailto:hendersona@att.com).

Next meeting (conference call) of the NNPO is November 14, 2003, scheduled for 10:00 to 3:00 CT.

There was a discussion on the possibility of co-mingling WNPO and NNPO and possibly the ITF for intermodel issues to be worked jointly. Question was raised if this would/could also include the FORT (which reports to the WNPO).

There was a suggestion made to invite the NNPO to participate in our November WNPO meeting. Scottie will request that his team members participate in the next meeting.

**10.D.6 ACTION ITEM: Scottie to send documents to the WNPO. COMPLETED 10/14/2003**

**10.D.7 ACTION ITEM: WNPO to send out documents to team. COMPLETED 10/20/2003**

**4. ARCHITECTURE PLANNING TEAM UPDATE**

Majority of the last meeting (Sept.) was spent on forecasting model NeuStar put together for busy hour, busy day, busy month. The current traffic model is based on assumptions as all carriers have not provided input. Jim Rooks to continue to develop the SOA model. Current throughput model is only for the LSMS.

Several change orders were discussed including port protection, ILL5, round robin etc. ILL 130 enhanced error messaging was discussed and that will be analyzed this month.

It was urged that all wireless carriers participate in the architecture meeting as this is a long term planning team and important to all.

**5. UPDATE FROM THE WTSC:**

Major carriers do have connectivity between each other.

Lessons Learned: The biggest testing problem so far is in the source systems used to populate the WPR, specifically the address field and truncating. Each carrier populates the address field from different billing systems. Fall out is not directly related to the WICIS but from the back-office systems being hooked to ICP systems. Susan advised that team felt they may see some issues on the name field also.

During the first pass of port request and validation efforts zero % passed in **round robin testing only,** without having to do several iterations, when back-office systems are hooked in, across all providers in the WTSC at this meeting as feedback to get these to pass. Companies may have to do a manual workaround to force completion status as well as verifying the validation. It is possible also that during end-to-end test with back-office systems hooked there may also be some of these same type ‘issues’ which may cause failures. In some cases the corrections were made manually either through the GUI or directly into the billing system. Some test cases then went on to successfully complete after the appropriate changes were made to the data.

Directionals and street name (part of the address field) spelling appear to be the predominant problem. Address field is one of the possibly validation fields that some are carriers are using.

Another set of Round Robin tests are scheduled starting 10/28/03 with the first port beginning on 10/29 and will include Nextel, T-Mobile, Verizon Wireless, ATW, Cingular and Sprint LTD in the Orlando MSA. There is a possibly additional set of RR for 11/ 3 in Dayton with participation from some of the smaller carriers. All round robin scheduled will include only single ports.

**Team would like to emphasize the need for carriers to follow the WICIS guidelines.**

**6. New Business**

1. T-MOBILE brought up an issue regarding wiretaps. If there is a wiretap on a number and that customer requests to port to another carrier what happens?

An April California meeting (law enforcement, carriers and state agency’s) in which the law enforcements asked questions about how to deal with this going forward is the reason for the concern. FBI spoke to NeuStar from the IVR and NANPA perspective and they are still struggling on how to get this approval and the funds (and the CALEA) – how to find the record as quickly as possibly. No more to discuss.

1. Verizon Wireless brought up an issue surrounding NPAC block activation restrictions: The wireless carriers are gearing up for busy season but the NPAC has set, on a daily basis, an activation level of only 40 blocks per region per day. NPAC has asked Verizon Wireless to change effective dates in order to meet this 40-block level. Verizon Wireless was concerned that changing the effective dates could possibly cause a delay in the block activation by a day or more. NeuStar wanted to ensure that carriers understood that any change in a block effective date brought the date in and would **never** delay an effective date. This is only related to NPAC-activated blocks. This does not apply to those that activate blocks by service providers directly. VW wanted to bring this up to the industry and apparently this has been around for some time. VW is getting blocks but not necessarily on the effective date. The NPAC-activate limit on weekends is about 70-80 blocks per day per region.

NeuStar states this is a voluntary guide specifically due to the fact that there are some LSMS that do not have EDR-based LSMSs. It was suggestion that carriers be urged to update systems to be EDR-compliant and possibly urge this through LNPA or the Architecture team to sunset the non-EDR LSMSs. The enforcement of a sunset date for non-EDR LSMSs needs to come through the LNPA-WG after discussion and approvals etc. This is not a NPAC limitation but rather a LSMS limitation. Comparison of the EDR and non-EDR 171 LSMS-systems out there, 53 or 31% were non-EDR compliant as of Dec of 2002, documented in the LNPA-WG minutes for December.

Before this team makes a recommendation on sunset of non EDR-compliant LSMS’s we may want to get more data from the Architecture team.

**10.D.8 ACTION ITEM: Dave Garner will bring the issue of non EDR-compliant LSMS’s and a sunset date up today (Oct. 14, 2003) at the Architecture team.**

**7. NANC REPORT Items to be Included:**

1. WTSC read-out includes the lessons learned if provided.
2. Fall–out readout and status.
3. NIIF response letter regarding JIP issues
4. Acceptance of the Test bed issue
5. Sharing of basic information email

**10.D.9 ACTION ITEM: By Wed 10/22 draft of report will be sent to the team for review. Next NANC meeting (face-to-face) is on 11/5/2003. COMPLETED.**

**8. MEETING AGENDA FOR OCTOBER**

Establish a draft agenda for next meeting.

Reminder: Participants wishing to discuss major issues should provide contributions 5 business days prior to the next meeting for all to review. If contributions are received after that they will be considered walk-on and discussed if time permits. Otherwise they will be on the following months agenda. Please ensure that either the header or footer of the contribution includes contributor’s name/company, date and page numbers.

**9. WRAP-UP:**

1. **Update Decision/Recommendation Matrix**
2. **Review Agenda for Next Month**
3. **Review Items to be Reported to NANC**

**Remember:** To subscribe to the WNPO exploder list, visit: <http://lists.neustar.biz/mailman/listinfo.cgi>

select “wireless ops”, and add yourself to the list.

To subscribe to the LNPA-WG or LNP Architecture distribution list subscribe at: http://lists.neustar.biz/mailman/listinfo.cgi/lnpa

**Future meetings:**

WNPO Dates: Location Host:

Nov.10-11 Overland Park, KS VeriSign

Dec. 8-9 San Diego Telcordia