# MEETING MINUTES FROM DAY #1 (5/5/03)

# ATTENDANCE: Day 1

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
|  |  |  |  |
| Susan Tiffany | Sprint  | Jennifer Goree | ALLTEL |
| Diane Bordenaro  | Sprint | Dee Harrington | ALLTEL |
| Jeff Adrian  | Sprint  | Stephen Sanchez | AT&T Wireless  |
| Jim Gray  | T-Mobile | Sean Hawkins | AT&T Wireless  |
| Gary Eads | U. S. Cellular | Joe Charles | Cingular Wireless |
| Janet Bishop | AT&T Wireless  | Steve Addicks | NeuStar |
| Rick Dressner | Sprint | Gene Johnston | NeuStar |
| Darren Paffenroth | TSI  | Audrey Herrel | NeuStar |
| Paula Jordan | T-Mobile  | Susan Ortega | Nextel |
| Susan Sill | AT&T Wireless  | Dianna Bordenaro | Sprint |
| Joseph Clark | Nextel Partners | Gene Saulmon | Sprint |
| Brad Bloomer | OnStar  | Cheryl Scott | Sprint |
| William Long  | Qwest Wireless  | Stephanie Baughman | Sprint |
| Maggie Lee | VeriSign | Jasper Howe | Sprint |
| John Malyar | Telcordia | Tom Williams  | TracFone |
| Jason Kempson | Telcordia | Bob Jones | U. S. Cellular |
| Julie Groenen | Verizon Wireless | WIlliam Phillips  | Verizon Wireless, Wholesale |
|  |  |  |  |
| **On the phone** |  |  |  |
| Lonnie Keck  | AT&T Wireless  | Jim Grasser  | Cingular Wireless  |
| Dave Garner  | Qwest | Scotty Parish  | ALLTEL  |
| Jean Anthony  | TSE | Kathy McGinn | Rural Cellular Corporation |
| Charlotte Holden  | U.S. Cellular | Gary Williams  | T-Mobile |
| Cheryl Gordon  | ALLTEL | Mubeen Saifullah | Nightfire |
| Robin Meier  | SBC | Liz Coakley | SBC |
| John Weakly | Qwest Wireless  | Rob Coffman  | NeuStar |
| Earl Scott | Verizon |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# MEETING MINUTES FROM DAY #1 (5/0/03)

1. **COMBINED WNPO / WTSC MEETING**

**WTSC Read-Out by Gary Eads of U.S. Cellular**

* **Test Schedule Updates**

Team continues to coordinate carrier test schedules and assist in the network aspect of test coordination. Regular schedule updates from WTSC are being posted at the [www.npac.com](http://www.npac.com) website for all to access after each WTSC meeting.

There are currently two test schedules 1) network testing and 2) ICP testing which includes two subsections a) round robin and b) end-to-end (e2e).

**ACTION ITEM: Gary EADS will send a copy of these schedules out to WNPO.**

* **Testing Plan Updates**
	+ New definitions will be provided this month, which will include all test phases including network, ICP, system, round robin, and performance.
* ICP Version 2.0 test scripts will be out after the May meeting. They will be submitted to both WNPO and OBF for comments and review in approximately two weeks. First testing schedule will be late June or early July.
* No new test scripts were submitted.
* 5 additional carriers have signed on for electronic ICP testing starting late 3Q03 or early 4Q03.
* Nominations and elections for a new co-chair will be taken place this month. So far one nomination has come in. Joe Charles after a year of service is stepping down.
* Any change or update to the ‘primary’ test contact list should be directed to Gary Eads via email.
* Carriers going to use a low tech pre-port process are getting ready to test but there is still little understanding or timing for these activities.
* WTSC agreed on standard set-up planning and procedures which is working well and adds efficiencies to the entire testing process. Those standards are documented but Gary did agree that packaging for these items is lacking and WTSC will work to improve that this month.
* A question was raised regarding the rational behind not creating optional reseller test case scripts. WTSC members responded that while they felt there was no need for specific test scripts that participants were being urged to run tests in a reseller environment. More discussion will take place this week in the WTSC regarding this issue.
* An additional day has been added to this months meeting in order to include time for discussion on round robin description and tests that would be beneficial for RR testing.
* Recently the WTSC was asked to look at addressing performance testing including volume testing for capacity and throughput, particularly across clearinghouses, in order to gain expectations during production porting. Gary advised the team that while WTSC will discuss, it might be difficult to put those types of test together during production porting.
* There are currently 2 main test documents out at the web site [www.npac.com](http://www.npac.com).
	+ Large test plan and flows, which have not been updated for quite, some time.
	+ There is also an abridged version that is more widely used.

At the last WTSC meeting it was decided to eliminate the first document as the team was not sure of its usefulness but they will take certain aspects, sections of the large document and paste into the current version.

1. **WNPO MEETING:**
2. **INTRODUCTIONS, ANNOUNCEMENTS, AND AGENDA REVIEW**

Stephanie Baughman and Sprint hosted the meeting.

1. **REVIEW AND APPROVE MINUTES**

April minutes were reviewed. Some changes were made and team agreed to accept the minutes now with those changes incorporated.

1. **OBF UPDATE**

Update from OBF call on issue # 2308 and 2349 held on April 21, 2003 and sponsored by OBF.

The meeting objective was to discuss Billing Issues 2308 (Need for Accurate Jurisdiction Information for Accurate Billing) and Issue 2349 (Impact of Wireless Number Portability on Wireline Service Providers) regarding unidentified wireless jurisdictions.

Recap of issue from OBF read-out: For access billing there is no way to determine were the call originated. The jurisdictional information should identify the switch and should be carried through the network to the terminating office and captured in a terminating recording.

T1P1 representative advised the T1P1 team agreed the JIP might be needed but that no additional standardization is needed since they believe the JIP already meets the needs identified if populated on the recording.

T1S1 chair advised that the T1 ANSI standards for LNP state that once an office becomes LNP capable, the JIP must be populated on all calls. Therefore if T1S1 is supporting the standard, then no additional work is needed. An additional contribution from AT&T has been submitted to T1S1.3 for the May 5-9 meeting regarding Jurisdictional Specificity of the JIP in T1.TRQ.2. A copy of this contribution will be distributed to the WNPO.

**ACTION ITEM: Get T1S1 contribution from Sue Tiffany and distribute.**

The Billing Committee took an action item to analyze available standards in order to identify the appropriate needs. The following standards include:

 T1P1

 TR45.2 (traveling and roaming and ANSI 41D

 TR46

 GR317 and GR394

**ACTION ITEM: Maggie will ensure minutes from call will be distributed when approved**.

Robin Meier (SBC) also reported that SBC entered a contribution to the NIIF for industry need to enhance capabilities of a terminating JIP or the concept of a ‘reverse JIP’. No formal position paper has been sent up yet. SBC is doing an exploratory and will be having meetings soon to look at this issue. Vendors have already looked at the possibility of adding this feature.

**4) MBI MOC Update – Jennifer Goree**

Jennifer Goree advised that as of 4/30/03 there would be no further extension of MBI. If small carriers have issues they are encouraged to join the MOC calls and participate on teams.

Jennifer announced she is stepping down from co-chair of this team. There will be no further updates from this team on this issue.

**5) ISTF Update – Lonnie Keck**

So far the team has had two working calls. Participation is restricted but the meeting minutes are available to the public including OBF funding companies and for an additional fee for Wireless Workshop only funding companies are entitled to join the call. Further discussion will be had regarding face-to-face meeting requirements.

Next OBF meeting will review the processes and what this group will be doing, what are the issues to be discussed and the priority of those issues. Examples of some issues possibly to be discussed include Directory issues; LSOG flows need to be updates; and the monitoring of Type 1 reseller flows.

**ACTION ITEM: Lonnie to verify if there is a link from** [**www.atis.org**](http://www.atis.org) **to minutes and notes for these sub-team meetings.**

Next call will be on May 15, 2003 3:00 pm to 5:00 pm ET

**6) NENA REPORT – RICK JONES**

 Nothing to report.**7) Change Order 191 and 291 Update – Gene Johnston**

NeuStar is currently working with the top seven (7) carriers to clean up and will have bulk data download (BDD) files sent to them to facilitate the clean-up. All carriers are urged to contact Gene on 817-690-7895 if they have questions or need some assistance.

**BRIEF INTRODUCTION OF NEW BUSINESS ITEMS:**

**8) a) NeuStar Training for Wireless Carriers**

Audrey Herrel from NeuStar offered training on Help Desk activities to new wireless carriers. The suggestion including regional meetings to be held at carrier-hosted facilities but with NeuStar incurring incidental costs. Timeframe suggested was October. Training would include items such as Service Provider methods and procedures, scope of NPAC services, how to use the NPAC help Desk.

Suggestion was well received although carriers preferred training early then October preferably in August and due to budgetary constraints a suggested was offered up to use an interactive WEB training interface which NeuStar will look into.

**ACTION ITEM: A letter will be going to the WNPO distribution list from NeuStar by Wed. May 14, 2003 seeking more input and possible volunteer hosts.**

**b) NeuStar Request Carrier Info for Staffing Model**

Audrey Herrel advised NeuStar is attempting to develop their internal staffing model (NPAC Help Desk personnel) based upon demand in order to meet the needs of the wireless carriers. Some key items of information Audrey is looking for from carriers include how many people will be calling the help desk, what times of day will be the busiest, what are carriers key provisioning hours etc.

**ACTION ITEM: Audrey will draft a letter and distribute in an email to the NPAC cross Regional list formally requesting information**.

**9) 10-Digit Trigger from Sprint**

10 Digit trigger is a wireline feature used as a temporary disconnect, forcing a database dip until such time as the true disconnect is complete. On the due date or day before, wireline institutes the 10-digit trigger, a query is launched and if no entry is found in the NPDB then switch falls back to using default routing. If the wireline carrier does not have the capability to do the 10-digit trigger then a coordinated cut is required.

T-Mobile has instituted a requirement to get info from the wireline carrier on the interconnect agreement.

In wireless they dip on everything including intra-switch calls.

Sprint doesn’t require an indication on each order but would only like to know the exceptions. Rick Dressner of Sprint will provide a formal contribution on this issue.

A document that can be used to gain insight into the issue of 10-digit triggers is the 3rd Report on Wireless Wireline Integration, Sec. 3.3.3, dated Sept. 30, 2000.

**ACTION ITEM: Sprint contribution sent to co-chairs by May 19, 2003 for distribution**.

**10) TLDNs (Temporary Line Directory Numbers) from AWS**

Because use of TLDNs rely on 6-digit routing, TLDNs cannot be assigned from a pooled block assigned to a switch unless the block is assigned back to the original LERG assigned switch. AWS will clarify the current INC guidelines to determine if it is already cared for and if not will consider a contribution to INC specific to TLDNs as well as other administrative numbers if not already specifically addressed in the INC guidelines

While some suggested that this be added to the WNPO Decision/Recommendation list it was argued that this is how routing works and is not a decision or recommendation but in fact reality so it therefore may not be appropriate to put on that list.

**11) PIM 1 AND PIM 18 AND RESELLER and TYPE 1 MIGRATION FLOWS:**

OPTION A – Wireless to wireless perspective whoever two true ends were dealt with each other and were responsible to communicates back down to the network provider.

OPTION B – Sprint contribution. This flow was the approved flow but the interpretation of “B” is now not clear. There was an assumption by some that in “B” there was some validation between the old network provider and the local service provider. That appears to not be true statement now.

CSR is all part of the LSR/FOC. CSR is optional and gives you additional info about the customer. If a carrier is the new local provider CSR needs to be done with the old network provider to determine the correct user account information.

TOTO (Type 1 Task Organization) Update: The purpose of TOTO is to come up with options for Type 1, to ensure flows are sufficiently covered or determine alternatives. Need is for a procedure for porting of Type 1 numbers that works for everyone with the least impact on everyone. Jim Grasser advised that anyone wishing to part of the TOTO calls should contact him directly for more details. TOTO will work the issues and get back to the LNPA with headway. Charles Ryburn reiterated to the team that PIM 18 (LNP Provisioning Flows, including the incorporated Wireline and Wireless Reseller Flows) as well as PIM 1 (Multiple SPs involved in port as either the old or new SP but not as the facilities based provider) have already been closed. A question was raised as to how PIM 18 got closed.

**ACTION ITEM: Request that LNPA-WG provide info regarding meeting minutes of TOTO.**

**ACTION ITEM: Inform WTSC of 3 different Type 1 efforts – migration of blocks, migration of codes and migration of individual TNs. This will ensure that WTSC as well as LNPA and WNPO have appropriate participation for each effort.**

***\*\*\* After much discussion WNPO participants agreed that Figure 3 of the current proposed NANC flows is the recommended flow for both Type 1 porting and reseller porting.***

**12) NPAC Help-Desk Hours Extension:**

WNPO agreed to submit a request to LNPA-WG at the May meeting regarding the extension of the NPAC Help Desk hours in preparation for November 24, 2003. For wireless carriers the need is to have the Help Desk staffed from 8:00 AM to 11:00 PM CT starting Nov. 24, 2003 and this covers all regions.

An additional item was brought up during this discussion regarding NPAC timers during the SP maintenance window (PIM 2 closed). Some carriers were under the impression that timers did not run during the maintenance window. Team required clarification and John Malyar agreed to bring up the issue at the Wed. Architecture meeting.

**ACTION ITEM: Maggie will forward letter to LNPA-WG for extended NPAC Help Desk hours**.

**13) NeuStar REPORT by Rob Coffman**

NPAC Release 3.2 Testing Update – No problems or point releases are due out before going live from the NPAC perspective.

* 1. Group testing began on 4/28 and ends 5/14. 70% completed as of today.
	2. Fail-over testing, from Sterling to Charlotte, is 5/15 and 5/16. There is no new hardware with this release so fail over should not be a problem.
	3. 3.2 Go live May 19, 2003 in MidWest
	4. June 2, 2003 for MA, SE, and SW go live date
	5. June 16, 2003 in NE, WC and WE regions.
	6. NAPM LLC has approved a 24 hours maintenance window starting Sunday 5/18/03 at 00:00 CT to 00:00 CT Monday 5/19. The same maintenance window start and stop times are approved for all other regions.

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

Reviewed action Items. Meeting was successfully adjourned.

# MEETING MINUTES FROM DAY #2 (5/06/03)

# ATTENDANCE: Day 2

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Name** | **Company** |
|  |  |  |  |
| Susan Ortega | Nextel | Steve Addicks | NeuStar |
| Maggie Lee | VeriSign | Audrey Herrel  | NeuStar |
| Jeff Adrian  | Sprint  | Paula Jordan  | T-Mobile  |
| William Long  | Qwest Wireless  | Bob Jones | U. S. Cellular |
| Jim Rooks | NeuStar | Stephen Sanchez | AT&T Wireless  |
| Susan Tiffany | Sprint  | Sean Hawkins | AT&T Wireless  |
| Brad Bloomer | OnStar  | Gene Johnston | NeuStar |
| Diane Bordenaro | Sprint | Jennifer Goree | ALLTEL |
| Tom Williams | TracFone | William Phillips  | Verizon Wireless, Wholesale |
| Ron Steen  | Bell South  | Rick Dressner | Sprint |
| Stephanie Baughman | Sprint | Jasper Howe | Sprint |
| Cheryl Scott | Sprint | John Malyar  | Telcordia |
| Gene Saulmon | Sprint | Jason Kempson | Telcordia |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **On the phone** |  |  |  |
| Lonnie Keck  | ATW | Jim Grasser  | Cingular Wireless  |
| Dave Garner  | Qwest | Kathy McGinn | RCC |
| Jean Anthony  | TSE | Charlotte Holden  | U.S.Cell |
| Jason Loyer | Nextel Partners | Scotty Parish  | ALLTEL  |
| Cheryl Gordon | ALLTEL | Earl Scott  | Verizon |
| David Taylor | SBC |  |  |
| Liz Coakley  | SBC |  |  |
|  |  |  |  |
|  |  |  |  |

**1) Follow up Items from Monday Meeting**

Reseller flows discussion continued.

**2) PORTING/POOLING OF NON-MIGRATED “TYPE 1 NUMBERS”**

**3)   RESELLER FLOWS:**

WNPO after much round table discussion over the past two days has reached an agreement that Figure 3 of the NANC flows cover both Type 1 and reseller activities.

**ACTION ITEM: Sean Hawkins will relay this agreement to Jim Grasser for the TOTO team**.

 **4) NNPO (National Number Portability Operations Team) Read-Out**

Earl Scott of Verizon gave a brief overview of the NNPO. Scottie will send us a copy of the NNPO charter to understand the roles and responsibilities of the team. This team does not fall under either the auspices of the INC or the NANC. Minutes and agendas will soon be posted at [www.npac.com](http://www.npac.com).

**ACTION ITEM: Earl Scott to send NNPO charter info to co-chairs.**

There has not been a meeting of the NNPO since March 26, 2003. The next face-to-face meeting is in Overland Park, KS, hosted by Sprint on May 14th and May 15th. NNPO minutes will be distributed on a regular basis as available as meetings are not held every month.

 **5) Wireless Porting NPDB Model:**

Since the last distribution from NeuStar a small sub-group (ATW, Cingular Wireless, Sprint and T-Mobile) added some additional input to the model in the form of minor changes to the NPDB storage.

There was additional discussion about expanding the model to include information to assist carriers in determining if their individual SOA and LSMS interfaces will be able to handle the volume of traffic – for instance is the band width sufficient? Items identified that could impact the interface on an individual carrier basis, include (but are not limited to):

* Prioritization of SOA notifications
* Amount of ports a SP is actually involved in
* Does the SP use the same pipe for both SOA and LSMS
* How individual SPs set-up internal tunables
* How many and which regions you are in
* Does the SP have filtering activated

After a review of the current working document NeuStar will make updates to correct the West Coast calculations, update the pooled blocks with current data and include wireless transactions per second line calculation at roughly 1.41 transaction per second. (Exact formula will be available when completed.) Team also agreed we would like to see 3 models – wireless, wireline and a combined model. NeuStar was agreeable but reminded the team that it does take quite a bit of work to gather data and create spreadsheets.

**ACTION ITEM: Gene Johnston will correct the West Coast calculations**

**ACTION ITEM: Gene Johnston will update the pooled blocks with current data**

**ACTION ITEM: Gene Johnston will include a wireless transaction per second calculation**

**ACTION ITEM: Gene Johnston will begin working on a wireline version of the same model but has not provided a due date**.

A LLC NPAC Forecasting Group (NFG) team meeting is being held the week of May 12th to discuss porting models as they relate to NPAC costs and 2004 budgets for NPAC and

SPs.

**ACTION ITEM: AWS as a participant of the NFG will provide a read out from next NFG meeting being held in DC the week of May 12, 2003.**

**ACTION ITEM: The NPDB model will be sent to the NFG prior to that meeting.**

**6) WTSC MEETING WRAP-UP:**

Gary Eads provided an interim update including the fact that an extra day has been added to this months WTSC meeting to cover round robin testing. All WICIS 2.0 OBF suggestions have been added to the test plan. ICP test plan version 2.0 draft with change bars will be posted to the web site.

**ACTION ITEM: WTSC will forward meeting wrap-up information directly to co-chairs who will send out to team ASAP for review.**

* 1. **New Business Item from NNPO**

NNPO (from Earl Scott) requested information from WNPO as to whether or not the wireless providers use a class of service (1MR or 1MB), which is used by wireline providers to identify business vs. residence accounts. Class of service is a required field on LSRs. WNPO would like to know if they will receive a class of service from wireless providers if a customer ports their number from wireline to wireless? Do we know if this will be a true class of service or will it be a bogus value?

Wireless carriers agreed there is no need for a class of service determination but would like additional clarification from NNPO as to the concern for the entry and what bogus field would they expect or require.

**ACTION ITEM: Sean Hawkins will speak with Scott regarding additional clarification**

 **7) MEETING AGENDA FOR JUNE**

Put together a draft agenda for next meeting.

**ACTION ITEM: Long-term addition to the agenda: Laundry list of items that need to be provide prior to production.**

Reminder: Participants wishing to discuss major issues should provide contributions prior to the meeting for all to review. Please ensure that either the header or footer of the contribution includes contributor’s name/company, date and page numbers.

**8) WRAP-UP:**

1. **Finalize Implementation Guideline/Narrative Update for NANC**
2. **Review Action Items and Issues List**
3. **Update Decision/Recommendation Matrix**
4. **Review Agenda for Next Month**
5. **Review Items to be Reported to NANC**

NOTE: Items not discussed will be carried over to next month’s agenda and will be documented here.

**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:

March 10 – 11 San Antonio, TX SBC

April 7 – 8 Sterling, VA NeuStar

May 5 – 6 Overland Park, KS Sprint

June 9-10 New York City ATT

**July 7-8 Chicago SBC/USCELL**

August 11-12 Seattle ATW

Sept. 15-16 Portland, ME Verizon

Oct.13-14 Banff Canadian Consortium

Nov.10-11 Overland Park, KS VeriSign

 Dec. 8-9 San Diego Telcordia