# MEETING MINUTES FROM DAY #1 (1/5/04)

# ATTENDANCE: Day 1

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| **Name** | **Company** | **Name** | **Company** |
|  |  |  |  |
| Peggy Rehm | NeuStar | Stephen Sanchez | AT&T Wireless  |
| Frank Reed | T-Mobile | Rick Jones  | NENA |
| Dave Garner  | Qwest | Steve Addicks | NeuStar |
| Paula Jordan | T-Mobile  | John Malyar | Telcordia |
| Alain Richard | Qwest Wireless | Rick Ruth  | Cincinnati Bell Wireless  |
| Craig Bartell | Sprint | Susan Tiffany | Sprint  |
| Maggie Lee | VeriSign | Hong Liu | NeuStar |
| Teresa Patton | Cingular Wireless | Rick Dressner | Sprint  |
| Mark Wood | Cingular Wireless | Deborah Stephens | Verizon Wireless |
| Jason Kempson | Telcordia  | Jean Anthony  | TSE |
| Glenn Mills | TSI | Dan Deneweth | TSE |
| Rob Smith  | TSI | Julie Groenen | Verizon Wireless  |
| Susan Ortega  | Nextel  | Gene Johnston | NeuStar  |
| Ginny Cashbaugh | USCell | Adam Newman | Telcordia |
| Earl Scott | Verizon  |  |  |
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| **On the phone**  |  |  |  |
| Audrey Herrel | NeuStar | Scottie Parish | Alltel |
| Liz Coakley | SBC | Cherelle Birch | Western Wireless |
| Dara Sodono | NeuStar Pooling | Sean Hawkins | ATW |
| Lonnie Keck  | AT&T WIreless | Rosemary Emmer | Nextel |
| Jason Lee | MCI | Monica Dahman | COX  |
| Kathy McGinn | RCC | Tom McGarry | NeuStar |
| Lori Messing  | CTIA | Brad Braughton | Alltel |
| Jeff Adrian  | Sprint  | Jennifer Goree | Alltel  |
| Jeff Har | VZW | Charlie Case | Alltel  |
| Priscilla Craig | Cricket  |  |  |
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# MEETING MINUTES FROM DAY #1 (1/05/04)

1. **COMBINED WNPO/WTSC MEETING**
2. **REVIEW OF MEETING MINUTES:**

January minutes were reviewed and accepted with minor changes.

1. **INTRODUCTIONS, ANNOUNCEMENTS, AND AGENDA REVIEW**

 Dave Garner, Qwest and Steve Addicks, NeuStar hosted meeting in Phoenix, AZ.

1. **IMG Read-out – Rosemary Emmer, Nextel**

 NANC created a new Issues Management Group (IMG) based on the FCC order # 03-284, dated November 7, 2003, instructing the group to comply with the following instructions:

 **“We seek input from the NANC on reducing the interval for intermodal porting.  The NANC recommendation should include corresponding updates to the NANC LNP process flows and any recommendations on an appropriate transition period.  The NANC should provide its recommendations promptly as we intend to review the record and address this issue expeditiously”**

 Individual carriers with input or suggestions should contact their NANC representatives for further discussion.

**4) NeuStar READ-OUT – Audrey Herrel, NeuStar**

1. NeuStar again reported that no significant increase in service provider calls to the NPAC Help Desk has occurred except for 5 or 6 days of the month. However, those calls were nothing particularly outstanding or unusual. There have been less then 5 calls a day after 8 pm.
2. NeuStar has scheduled and is hosting web-based wireless training session in January, 2004. Contact NeuStar directly if you are interested.
3. A question was raised if inadvertent ports are part of the calls or if SOW 19 has been used by any carrier for an inadvertent port.

**1.A.1 ACTION ITEM – NeuStar will determine to what extent inadvertent ports or SOW 19 usage contributed to service providers call to NPAC and get back to the co-chairs sooner rather then later**.

**4) OBF UPDATE – JIP Issue, Sue Tiffany**

1. No additional comments or update available.

**5) WIRELESS WORKSHOP and INTERSPECIES TASK FORCE UPDATE – Lonnie Keck**

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

1. The last fast track meeting was held on 12/16/2003. New issues are accepted for OBF 85 being held in Charlotte the week of Feb. 9, 2004.
2. There is a wireless workshop call on 1/28th 1:00 – 4:00 ET to set the priority for the face-to-face meeting at OBF. The cutoff for submission of new issues is 1/26.
3. Lonnie reminded the team that there are lots of work and lots of review needed on the WICIS.
4. The recently created Wireless Workshop technical sub-committee will have a call on January 12, 2004, 2:00 to 3:00 ET in order to set the agenda for the face-to-face meeting scheduled for 1/21 and 1/22, 2004 in Florida. More information is available at www.atis.org.
5. Some new issues accepted to work at the next meeting include:

 2451 – E-mail support

 2525 – Migration of open orders with new WICIS release

 2625 – Generic IDL

 2682 – Separate technical

 2701 - ICP test message

 2) ITF Read-Out – Lonnie Keck

 The last call was 12/11/2003.

**6) SUB-COMMITTEE READ-OUTS:**

1. **WTSC Read-Out by Susan Sill, Co-Chair**
2. The WTSC co-chair, Sue Sill, has resigned as the co-chair and a replacement has not been determined. The team has not recently met and there is no report available. Further discussion on the subject is documented below.
3. **READ-OUT from Fall-Out Reduction Team (FORT)**
4. Craig Bartell reviewed the FORT open issues list by item.
5. Reference to specific carrier or vendor names and vendor products will be removed from the recent minutes that were distributed to the industry. Contributions should be as generic as possible when submitted.

 **1.A.2 ACTION ITEM: Craig Bartell will reissue the January 2, 2004 FORT meeting minutes and remove all reference to specific vendor or service bureau name as well as specific product names.**

**7) PIM UPDATE – Maggie Lee**

A read-out from the LNPA-WG distribution identified only 2 PIM updates. PIM 22 (Conflict Timer) still open although an updated PIM has recently been distributed via the LNPA-WG. PIM 24 (Contamination) is still open.

**8) NPAC WIRELESS PORTING VOLUMES - Steve Addicks**

NeuStar advised that the request to provide this data must be approved by the LLC and will be discussed at the full LLC January meeting.

**9) WNPO DECISION/RECOMMENDATION MATRIX:**

After discussion team reiterated that the WNPO decision/Recommendation Matrix is NOT a requirements document. If items placed on the Matrix require system changes then service providers must discuss those changes with their individual product vendors for inclusion into that particular system.

  **10) NENA REPORT – Rick Jones**

A. The AT&T ESRD contribution to INC will be discussed Friday, Jan 9, 2003 during a joint conference call of ATIS INC and ESIF study group H.

B. Reiterated that NPDI field be used on the LSR form to ensure that wireline carriers delete the ALI records.

C. Reiterated that carriers should verify that ALI database providers systems are capable of creating 2 ALI entries – one for the wireless side and one for the wireline side, to ensure the correct ALI displays at the PSAP.

D. Type 1 Numbers –NENA wishes to remind carriers that Type 1 numbers should NOT have an ALI record and would urge wireline carriers to scrub their individual databases.

**11) NEW BUSINESS**

 **1. TOP 100 MSA LIST CONTRIBUTION:**

Based on a letter sent from Alltel legal dept. the group re-discussed the use of the WNPO Recommended Top 100 MSA list and the start date of January 16, 2004. Team wanted to reiterate to all that the agreement to use this list is non-binding on any carrier, and those that have decided to use the list are proceeding to make change to internal systems/processes and will continue to make changes and move forward for implementation on January 16th.

 Some members expressed an interest in knowing which carriers will not use this list or if there is some other date (after Jan, 16th and before May 24th) when they might start to use this list. Two wireless carriers (RCC and Alltel) have identified that they will not be able to accommodate the Jan 16th date.

**1.A.3 ACTION ITEM: One follow-up email will be sent to the teams which will include the WNPO agreed upon list, the agreed date, background information and the purpose of coming to the agreement (reduce fall-out and customer dissatisfaction as much as possible) and clarifying county information.**

1. A new title (file name) has been created to alleviate confusion - WNPO Recommended Top 102 MSA Rate Center 12082003.xls

2. A second sheet has been added labeled “Add - 11 RCs” to include 11 rate centers as agreed to by the team.

**2. Wireless/Wireline Industry Timer Matrix Contribution:**

ATTW reviewed the contribution with the team. Highlights of discussion included the need to consider both the ‘port-in’ and port-out’ timer settings.

The matrix suggested identified some issues that have not been addressed including who would even agree to provide this information in a public format, what group would maintain the list, will carriers continue to update it as required? Once the data is collected it was suggested that NeuStar could post this information on the NPAC website. NeuStar advised that this would need to be authorized by the LLC before posting carrier specific data in a public location.

**1.A.4 ACTION ITEM – Steve Sanchez, ATTW, will create a timer profile matrix and forward to co-chairs for distribution.**

**1.A.5 ACTION ITEM – WNPO will forward the one-time matrix to the teams for service providers to complete.**

**3. Wireless Carriers Provider Port Protection – Updated Sprint Contribution**

Sprint reviewed the updated contribution and the specific changes. After discussion and round robin non-binding voting the team agreed to accept this issue to work at the next meeting with the stipulation that accepting the issue is not an agreement to accept any of the particular currently documented resolutions.

**4. Use of Vendor Name or Specific Product Name in Contributions**

Team was reminded that contributions either at the FORT level or the WNPO level should never contain specific vendor names or specific product names. Contributions are to be generic in nature. Co-Chairs will review contributions and any that contain such information will be sent back to the contributor for modifications before distributed to the team.

**5. WNPO Decision/Recommendation Matrix**

 **Item 27:** “ICP process should be able to support porting 24 X7 and it is up to the trading partners to add additional restrictions.” There appeared to be a mis-understanding with one or more service providers that documenting the above statement on the Matrix initiated a system requirement and vendors automatically created a change order in order to implement this statement. It was clarified that this matrix is NOT a requirements document.

 **1.A.6 ACTION ITEM: WNPO [co-chairs] were given the action item to send a liason letter from WNPO to OBF – Wireless Workshop to include language in the WICIS document that would make the statement a requirement that vendors could build their systems to.**

# MEETING MINUTES FROM DAY #2 (1/6/04)

# ATTENDANCE: Day 2

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| **Name** | **Company** | **Name** | **Company** |
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| Hong Liu | NeuStar | Stephen Sanchez | AT&T Wireless  |
| Frank Reed | T-Mobile | Rick Jones  | NENA |
| Dave Garner  | Qwest | Steve Addicks | NeuStar |
| Paula Jordan | T-Mobile  | John Malyar | Telcordia |
| Teresa Patton | Cingular Wireless | Mark Wood | Cingular Wireless |
| Craig Bartell | Sprint | Susan Tiffany | Sprint  |
| Maggie Lee | VeriSign | Susan Ortega  | Nextel |
| Earl Scott | Verizon  | Rick Dressner | Sprint  |
| Dan Deneweth | TSE | Deborah Stephens | Verizon Wireless |
| Jason Kempson | Telcordia  | Jean Anthony  | TSE |
| Glenn Mills | TSI | Alain Richard | Qwest |
| Rob Smith  | TSI | Julie Groenen | Verizon Wireless  |
| Ginny Cashbaugh | USCell | Dan Deneweth | TSE |
| Ron Steen  | BellSouth  | Peggy Rehm | NeuStar |
| Rick Ruth | CinBell | Adam Newman | Telcordia |
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| **On the phone**  |  |  |  |
| David Taylor  | SBC | Scottie Parish | Alltel |
| Anne Mardick | Sprint  | Brad Braughton  | Alltel |
| Jennifer Goree | ALLTEL | Lori Messing  | CTIA |
| Lonnie Keck  | AT&T Wireless | Dara Sodona | NeuStar Pooling  |
| Jeff Adrian  | Sprint  | Monica Dahmen | Cox Comm. |
| Dan Gonzolez | SBC | Rosemary Emmer | Nextel |
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# MEETING MINUTES FROM DAY #2 (1/06/04)

1. **COMBINED WNPO/WTSC MEETING**

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

 No report was provided.

 **13) ARCHITECTURE PLANNING TEAM UPDATE – Rick Dressner**

 No report was provided.

**14) New Business**

* FOC DDT Change on a Confirm: Sprint contribution - This issue has been accepted at the WNPO and will be confirmed at the LNPA-WG from the PIM sent. At LNPA-WG discussion, a recommendation will be made to forward this issue to the wireless workshop and the LSOP for resolution.
* Wireline Premature Disconnect regardless of NPAC state: Sprint contribution – This issue has been sent to LNPA-WG as a PIM and will be worked there. Originally this issue was opened as PIM 13 back in April 2001.
* Validating Wireline Ports Using of Account, Social Security or Tax ID – TSI introduced the contribution for the team. This has been accepted, a PIM will be forwarded to the LNPA-WG and will be brought up under new business at this weeks meeting. The team’s intention is to have the LNPA-WG further refer it to OBF which would allow issue tracking using the PIM process.
* Use of Wireless Forms for a Wireless to Wireline port – TSI contribution - The team agreed to accept this issue and refer it to the LNPA-WG during new business at this January meeting.
* Incorrect or Incomplete Reason Code – Submitted by NeuStar for a common mapping table. WICIS has a standard set of reason codes but LSR does not so a mapping of wireless to wireline code mapping. Reason codes that begin with a 1 are from LSOG. Those that use 6 or 7 were adopted specifically for wireless. This will be submitted to the LNPA-WG on the PIM form and brought up as new item issue.
* SBC brought up the issue of the loss of DSL service and notifying the customer that if they port from wireline to wireless the customer should know that it will be lost. No contribution has been formally submitted and if SBC would like to submit.
* Default Routing Responsibilities for Non-Dipped Calls (N-1 Carrier) – Some carriers are experiencing instances in which the originating calls to portable NPA NXXs are not being dipped by the N-1 carriers. The N-1 carrier is instead default routing the call on an NXX basis to the old wireless carrier. The old wireless (donor) carrier must then dip the database and route the call to the new carrier resulting in a longer call completion time. A PIM will be submitted to work this issue.

**15) NANC REPORT ITEMS – Carried over to December.**

NANC report will be out for WNPO review by Jan.7, 2004 prior to submission for the next NANC meeting on January 13, 2004.

 **16) TUESDAY WRAP-UP**

Reviewed all other items. Meeting was successfully adjourned.

**17) MEETING AGENDA FOR February**

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 month’s agenda. Please ensure that either the header or footer of the contribution includes contributor’s name/company, date and page numbers.

 **18) 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

 **19) Future meetings: (Please note many locations are still subject to change.)**

 WNPO Dates: Location Host:

 February 2 – 3 Tampa, FL TSI

 March 8 – 9 Birmingham, AL Bell South

 April 5 – 6 Sterling, VA NeuStar

 May 3 – 4 Overland Park, KS Sprint

 June 14 – 15 Ottawa, Canada Canadian Consortium

July 19 – 20 Raleigh, NC Tekelec

August 16 – 17 Newport Beach, California T-Mobile

September 7 – 8 Atlanta, GA Cox

October 4 – 5 TBD Nextel

November 1 - 2 Nashville, TN Verizon Wireless

December 6 – 7 New York, NY AT&T