# MEETING MINUTES FROM DAY #1 (3/8/04)

# ATTENDANCE: Day 1

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| **Name** | **Company** | **Name** | **Company** |
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| Ron Steen  | Bell South  | Stephen Sanchez | AT&T Wireless  |
| Frank Reed | T-Mobile | Laurie Itkin | Cricket |
| Dave Garner  | Qwest | Steve Addicks | NeuStar |
| Paula Jordan | T-Mobile  | John Malyar | Telcordia |
| Alain Richard | Qwest Wireless | Cheryl Gordon | ALLTEL |
| Craig Bartell | Sprint | Susan Tiffany | Sprint  |
| Hong Liu  | NeuStar | Dave Cochran | Bell South  |
| Mark Wood | Cingular Wireless | Rick Dressner | Sprint  |
| Blaine Reeve | Western Wireless | Deborah Stephens | Verizon Wireless |
| Rob Smith  | Syniverse | Susan Ortega | Nextel |
| Brian Foster | USCell | Brad Bloomer  | OnStar |
| Maggie Lee | VeriSign | Leigh Swindle | Southern LINC |
| Blaine Reeve | Western Wireless | Adam Newman | Telcordia |
|  |  | Rosemary Edwards | Southern LINC |
|  |  | Wendy Wheeler | ALLTEL |
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| **On the phone**  |  |  |  |
| Leslie Miklos | Adelphia Business Solutions | Rosemary Emmer  | Nextel |
| Liz Coakley | SBC | Dan Deneweth | TSE |
| Lonnie Keck | ATW | Sean Hawkins | ATW |
| David Taylor  | SBC | Earl Scott | Verizon |
| Kathy McGinn | RCC | Bridget Haysom | Centennial Wireless |
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# MEETING MINUTES FROM DAY #1 (3/08/04)

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

February minutes were reviewed, minor changes made and accepted.

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

 Ron Steen, Bell South hosted meeting in Birmingham, AL.

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

 IMG team is diligently working on the document. A status read-out to the NANC is due on March 16th. The IMG is evaluating 6 proposed solutions including confirmation interval and activation interval proposals to reduce the porting interval. The report to the NANC is not complete. No date is set for completion, with recommendations, at this time.

1. **NeuStar READ-OUT – Steve Addicks, NeuStar**

 NeuStar in February notified the industry that the new Help Desk hours will be in effect starting February 26th and the new hours are Monday to Friday from 7:00 am to 7:00 pm [CT]. Although the help desk is closed during the hours of 7:00 pm to 11:00 pm Monday to Friday [CT] and 8:00 am to 11:00 pm Saturday and Sunday, calls during this time to the NPAC will not result in charges.

**5) OBF UPDATE – JIP Issue, Sue Tiffany, Sprint**

 Discussion at latest OBF both the NIIF and NIOC agreed they should provide industry guidance for the JIP issue. The billing committee leaders, along with the leadership of OBF and NIIF/NIOC, are hoping to have a joint call with TR45.2 leadership in order to figure out how to accomplish this. (Both the NIIF and the NIOC appear to understand the issue and acknowledge there is a problem.) Some wireless carriers indicate they are now getting JIP on many cellular records.

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

1. Wireless Workshop name has been changed to Wireless Committee.
2. Check with your OBF rep and the ATIS website for info on minutes as well as meeting and call info.
3. WC – if anyone wants to participate via bridge must let them know or bridge will be discontinued.
4. Interim release of WICIS 2.1, due in October, will include (among other things) a major breakdown of reason codes into new response codes (10-14) making them more specific i.e. last name does not match. No changes in the IDL but vendors will have to make some changes to their individual systems.
5. WICIS 2.1 will be a flash cut in October Sunrise of the new version will be on a Saturday night, ports would need to be held during the weekend, sunset of old version on Sunday and Monday morning everyone comes up on the new version. Specific dates have not been firmed up as of this meeting.
6. There are several new issues at the Wireless Committee – please check the website for more info. Several intermodal issues accepted at LSOG and referred to the WC.
7. Next major release is tentatively called 3.0 and is due sometime mid-2005. Hopefully backwards compatibility will be part of this release.
8. Clearinghouse vendors have been discussing a new universal fax form for wireless to wireline ports but there is additional work to be done. All vendors would use the same form. There is no date yet for a draft of this form. Form is not part of LSOG or WICIS so how it will be managed is still unanswered.
9. Technical sub-committee met last week. Broadcast fax message and e-mail support for fax form is still being worked and the team is in the process of gathering requirements.

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

1. **WTSC Read-Out by Sue Tiffany, Sprint**
2. Communication was sent to a variety of organizations and advocacy groups to contact WTSC encouraging participation in testing and provide contact names.
3. The WTSC action items were reviewed.
4. A standard method for Interoperability testing (new WICIS version) has not been discussed yet.
5. **READ-OUT from Fall-Out Reduction Team (FORT) – Craig Bartell, Sprint**
6. Frank Reed of T- Mobile has been unanimously elected as the new co-chair of this team.
7. Craig reviewed the FORT open issues list by item. Outage announcement issues have been closed. Defined messages (broadcasts messages for WICIS 3.0) are agreed to and this issue is closed.
8. All issues can be reviewed at the Wireless/FORT button of www.npac.com.
9. FORT metrics committee has been dissolved. No official metrics will be submitted, if service providers want data they should request it directly from their vendor or service bureau.

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**8) PIM UPDATE – Maggie Lee**

 Only reviewed new PIMS recently accepted.

**9) NNPO Readout – Earl Scott, Verizon**

Nothing to report. Next regular conference call is scheduled for March 24th, 2004.

**10) MAY 24th ROLL-OUT**

There was nothing to report.

 **11) USTA/CTIA CC Read-out**

 There have been a couple of conference calls between members of the USTA and the CTIA. Primary purpose is to discuss intermodal issues which are not being housed in any other forum. VeriSign and others expressed the concern and wants it documented that these calls are not in an open forum. Only carriers who are members of one of these groups are included in discussions and distributions and even non-carriers who are members (i.e. service bureaus) are not invited. Number Portability issues that impact carriers, regardless of membership, should be discussed in open forums. Participating WNPO members have reassured this team that policy is not being set in these meetings.

 Lead topics of the recent calls included intercarrier contact issues and cleaning up port backlogs between trading partners. Recently copies of trader partner profiles from Tier 1 carriers were distributed to the membership.

**12) NFG – NPAC FORECAST GROUP** – Action Item 2.A.4: This was not an agenda item for this month due to an oversight. The team members need to review the WNPO forecast model and be prepared to make adjustments if appropriate. The NFG model, comprised partially of data from the WNPO model, is or will be used for several different purposed including:

* + - 1. budgetary prioritization by the NAPM LLC as well as internally to providers
			2. the architecture team for performance requirements
			3. vendors for projecting system exhaust and expansion modeling

**3.A.1 ACTION ITEM: An interim call is set-up for Tuesday March 23rd at 3:00 to 5:00 pm ET to discuss and make changes if appropriate to the model. Once that is done we will briefly review those changes at the April meeting and present data to the LNPA-WG in the April meeting.**

**3.A.2 ACTION ITEM: Sue Tiffany to send out the previously distributed model and the questions with a meeting reminder to the team. In addition a defined set of expectations for the call will be included in the reminder.**

**13) NEW BUSINESS**

 **a) TOP 100 MSA LIST** Broughtup during the previous month and thefeedback is that the NANC directive for one list for porting and pooling was not addressed. This is on the LNPA-WG meeting agenda for March.

**b) NPA Split Management Review – Verizon Wireless, ATW**

A matrix was sent to the team, as it relates to the VZW contribution from last month. The recommendation of the OBF Wireless Committee (issue 2570) is that at the start of the permissive dialing period the NSP would initiate port requests using the new NPANXX. The OSP must translate to the old NPANXX to accommodate back end systems. Team jointly worked on the matrix to update and include intermodal and wireless split management sections.

The goal is for carriers, both wireline and wireless, to update the matrix and post to the website.

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**3.A.3 ACTION ITEM: A request will be made to the OBF to official transfer this matrix from the OBF to the WNPO.**

**3.A.4 ACTION ITEM: Updates will be made to this matrix to include wireless and intermodal split processing.**

**c) N-1 NP Query Responsibilities**: aka Pim 30

This issue will be discussed at the LNPA-WG meeting this month. T-Mobile asked for a status of wireless default routing from other wireless carriers. As the original service provider they are receiving ‘undipped’ incoming calls to telephone numbers which have ported away and the dip has not previously performed the dip. This results in T-Mobile performing the query of last resort which drives network and other costs higher. Cricket wants the identity of those refusing to do the dips or making arrangements for the dip. Cingular has said that some carriers have told them they will be ready to do dips starting on May 24th.

Bellsouth states that N-1 was not intended for local calling but rather for sending calls to IXCs. BS believes that every carrier has a requirement to do default routing or “query of last resort”. If a carrier is dumping to your switch you have the right to bill them but you need to be able to collect the data to issue the bill. While carriers have default routing capabilities that is not the most efficient way of using a network and the alternative to drop calls is not good practice either.

**d)** **Industry Outage Notification**:

 A presentation by Rob Smith reviewed the new clearinghouse vendor outage notification and the agreement reached by all vendors on process for notifying each other of unplanned outages using a standardized message format. Each clearinghouse/service bureau has set up a specific email address for alerts and has exchanged that information amongst each other. This does not include or discuss the method these participants use to alert their individual customers to those outages.

 The question was raised if these information message exchanges also include outage notifications for the NeuStar LSR Express functionality or strictly the ICP portion and if not could that piece be incorporated for those clearinghouses, service bureaus that directly connect to this specific service.

 **3.A.5 ACTION ITEM: Rob Smith of Syniverse will take back to the original team to discuss ways of doing including this functionality into the notifications. Please Note: Prior to close of meeting NeuStar reported that the notification they send includes the product or products that will be out of service. Completed.**

 Two other points discussed included:

* + 1. Outage notifications should only be coming from the vendor taking the outage and not from any other vendor on some other company’s behalf.
		2. Some companies appear to be getting notifications on scheduled maintenance outages also which should not be going out using this same alert system.

 **e) NIIF CONTACT LIST:**

A suggestion was made that a sub-committee of volunteers be put together to review the current NIIF contact list and attempt to contact carriers and update the information posted at the website. Susan Ortega, NEXTEL; Cheryl Gordon, ALLTEL; and Deb Stephens of VZW have volunteered.

 **3.A.6 ACTION ITEM: Cheryl Gordon will pull together a NIIF contact list sub-committee to review and update the contact list.**

 **f) Recent WNPO Contribution Activity:**

1. Issue 04-8: Order Expedite Process contribution was rejected
2. Issue 04-10: Wireless to Wireline Porting Process contribution was rejected
3. Issue 04-9: Conflict Timer is accepted. Carriers want to go back internally and discuss need to change the conflict timer from 6 to 24 hours and be prepared to vote to either extend the timer, leave it as it is or if there is something in-between propose that. We will also need to decide at that meeting when we want the change to occur. NeuStar will need to present this proposal to the LLC who will have to approve the change next LLC meeting is on April 14th. Verizon Wireless disagreed with a vote to accept this issue for additional discussion next month.

**14) WNPO Decision/Recommendation Matrix:**

 Reviewed the latest matrix and made appropriate additions of 3 recent items. Latest Matrix will be posted to the [www.npac.com](http://www.npac.com).

 **15) Review Action Items**

 Team reviewed the February action items. All actions with the exception of 2.A.4 (NFG forecast have been closed but it will be discussed at April meeting).

# ATTENDANCE: Day 2 (3/9/04)

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| **Name** | **Company** | **Name** | **Company** |
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| Ron Steen  | Bell South  | 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 | Laurie Itkin | Cricket |
| Craig Bartell | Sprint | Susan Tiffany | Sprint  |
| Mark Wood | Cingular Wireless | Rick Dressner | Sprint  |
| Blaine Reeve | Western Wireless | Deborah Stephens | Verizon Wireless |
| Rob Smith  | Syniverse | Cheryl Gordon | ALLTEL  |
| Maggie Lee  | VeriSign  | Dave Cochran  | BellSouth |
| Brian Foster | USCell | Ron Steen  | BellSouth  |
| Hong Liu | NeuStar | Susan Ortega | Nextel |
| Brad Bloomer | OnStar  | Leigh Swindle | Southern LINC |
| Adam Newman | Telcordia | Wendy Wheeler | ALLTEL |
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| **On the phone**  |  |  |  |
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| Shannon Sevigny  | NeuStar Pooling  | David Taylor | SBC |
| Earl Scott | Verizon  | Kathy McGinn | RCC |
| Liz Coakley  | SBC | Lonnie Keck | ATW |
| Sean Hawkins  | ATW | Dan Deneweth | TSE |
| Leslie Miklos | Adelphia Business Solutions |  |  |
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# MEETING MINUTES FROM DAY #2 (3/09/04)

1. **WNPO MEETING**

 **16) NENA REPORT – Rick Jones**

No Report available.

 **17) CTIA Read-Out – Lori Messing**

 No Report available.

 **18) New Business:**

1. **Account Number on a Customer Invoice**

 Account number on the customer’s current service provider bill, when sent through the ICP process is being rejected in some circumstances The new SP uses the number directly from the invoice however, in some situations leading or trailing digits may be dropped or added. In addition not all SPs use the same number of digits in the account number.

 A question was raised suggesting the team create a one-time matrix identifying the number of digits required for each SP. There was no consensus to follow this path. Participants agreed basically that this appears to be a training issue and carriers should send out an internal memo. This is a carrier specific issue but does not appear to be industry wide.

 Some SPs have also been sent a reject at the corba level which should be presented as an industry contribution.

1. **Bulk Process Causing Problems – Aging Numbers**:

 Numbers ported through the bulk process (outside the industry process), in some wireless service providers internal systems inappropriately went on the disconnect list. Because they ended up on the list carriers did try to reassign those numbers even though they are ported out and already assigned to a customer. Carriers are in the process of scrubbing those lists and removing ported-out TNs from the disconnect process. It was also suggested that the double assigning of numbers is also occurring in Buffalo due to an extended PDP.

 Wireline carriers discussed additional, similar situations primarily the result of not receiving an LSR. SBC is required to have an LSR for regulatory and auditing purposes.

 **3.B.7 ACTION ITEM: Each carrier to ensure that front office people advise the customer to not call the old service provider to do a disconnect.**

 **3.B.8 ACTION ITEM: Add to the Lessons Learned Matrix**

1. **SPID Migration – COC (Central Office Code) Transfer Process**

 There appear to be discrepancies between the LERG and the NPAC associated with code ownership. Code transfers and Type 1 numbers are specific instances where there are these problems. A PIM has been submitted to the LNPA-WG by Sprint for discussion this months meeting.

1. **Word for the Month: da’gumm**
2. **Distinctive Ring Numbers** – During a port out process (wireless to wireline)

 VZ Wireline sent the LSR to wireless SP, port was denied because the MDN was associated with a distinctive ring service. It was also clarified that some wireless handsets can contain dual numbers.

 After discussion consensus was reached that this type of port should not be denied but should be made a complex port and companies should remind their internal folks that this in fact are portable numbers. VZ will address with the company that denied the port.

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

 Brief report was given. Minutes are available at [www.npac.com](http://www.npac.com) or sign-up to receive all distributions from the LNAP-WG.

* + 1. **Lessons Learned Matrix:**

Reviewed - nothing new to add**.**

 **21) NANC REPORT ITEMS**

NANC report (3/16) was compiled by team.

**22) MEETING AGENDA FOR APRIL**

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.

 **23) 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

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

 WNPO Dates: Location Host:

 April 5 – 6 Chicago, IL 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

**NOTE: The November meeting is coincident with the November national elections. Make sure that you make arrangements for an absentee ballot.**

December 6 – 7 New York, NY AT&T