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| **Prepared By :** | Mohamed Samater | **Phone #:** | 206-384-1669 |
| **Date Created:** | 04/12/2007 |  |  |
| **Last Updated By:** | Mohamed Samater | **Last Updated Date:** | 04/13/2007 |
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| Meeting Title: | **WTSC KICK-OFF MEETING**  |
| Meeting Date: | 04/12/2007 | Next Meeting Date: | 05/18/2007 |
| Attendees:  | Teresa Patton , Deb Tucker, Chris Elijah, Kathy McGill, Anh Nguyen, Adele Johnson, Mohamed Samater, Jason Kempson, Mubeen Saifullah, David Lund, Joe Cudo, Doug Babcock. |
| Unable to Attend: | Jessica Tinker, Lavinia Rotaru |
| **Conducted by:** | Teresa Patton, Mohamed Samater | **Recorded by:** | Mohamed Samater |
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| Action Required |
| Action # | Description | Status | Assigned To | Target Date | Actual Date |
|  | Review test plan document and provide feedback either to the Co-Chairs or to the group | OPEN | All WTSC participants | 05/18/07 | 04/12/07 |
|  | All are asked to confirm whether fax testing will be performed by the respective SP/Vendor  | OPEN | All WTSC participants | 05/18/07 | 04/12/07 |
|  | Syniverse and Verisign need to confirm when their vendor to vendor testing will be conducted  | OPEN | Syniverse and Verisign  | 05/18/07 | 04/12/07 |
|  | Provide copy of the document that were used in WICIS 3.0 for information exchange between carriers  | CLOSED | Kathy McGinn | ASAP | 04/12/07 |
|  | Syniverse is asked to confirm when carriers that utilize their services will be available to test with other carriers | OPEN | Syniverse | 05/18/07 | 04/12/07 |

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| **Record significant Topics, Presenters, Decisions:** |

# Discussions:

* Subcommittee participants went though the test cases in the test plan document. Everyone agreed that main test cases in the document account for the changes in WICIS 3.1:

**WICIS 3.1 Changes**

* SSN – Social Security Number will be sent with the first five digits containing only 0’s.
* DDD\_T – The Desired Due Date and Time can be no more than 90 days in the future.
* ICP Timer will no longer be reset for requests receiving Delayed responses
* SUP 2 (Due Date and Time Change) can no longer be sent until a confirm response has been received
* Suggestion was made to add a ‘negative test case’ in order to ensure that all SP/vendor are ready to prevent from such incidents like 3.1 carrier submitting port request to 3.0 carrier.
* Flash-cutting the WICIS 3.1 was discussed. The flash-cut date is WICIS 3.1’s sunrise (**April 14, 2007; 23:59:59 (EST**)).
* The need for section 5.4 (Cooperative Exchange Information) in the test plan was discussed. Some participants stressed that this section is unnecessary as it does not capture/provide some of the significant data required for testing. Kathy McGinn with Unicel will provide copy of a document that was used in WICIS 3.1 for information exchange purposes.

**Upcoming Meetings**

* Next meeting is scheduled for May 18th of 2007 at 11:30am EST. This meeting will be held at the following conference bridge (**1-888-288-7571 PIN: 146117**#).

**Test Schedule – Will include in each iteration of our meeting minutes**

* The subcommittee members discussed when the ICP vendors will be conducting their testing.
* The following dates/timeframes were provided by the respective vendor representative(s):

**Vendor to Vendor Testing Schedule**

* NeuStar with Verisign – **Sep 17 - 21**
* NeuStar with Syniverse – **Aug 20 - 31**
* Syniverse with Verisign –**???**
* Syniverse with NeuStar –**???**