**Numbering Oversight Working Group (NAOWG)**

Meeting Minutes

May 28, 2020

**Attendees:**

Bob McCausland (West Telecom) (Co-Chair)

Phil Linse (CenturyLink) (Co-Chair)

Mike Jacobs (ACA Connect)

Susan Gatley (Ad Hoc)

Linda Richardson (AT&T)

George Guerra (AT&T)

Lisa Jill Freeman (Bandwidth)

Glenn Clepper (Charter)

Sandra Jones (Cox)

Karen Schroeder (FCC)

Michelle Sclater (FCC)

Myrva Charles (FCC)

Ed Krachmer (FCC)

Michael Johnson (Maine PUC)

Rebecca Beaton (NARUC – WA)

Karen Riepenkroger (Sprint)

Shaunna Forshee (Sprint)

Paul Nejedlo (TDS Telecom)

Sarah Halko (Telynx)

Bridget Alexander White (USConnect)

Dana Crandall (Verizon)

Dyan Adams (Verizon)

Florence Weber (PA)

Beth Sprague (NANPA)

Heather Bambrough (Welch)

Kim Nadeau (Welch)

**Administrative**

* Phil Linse welcomed everyone to the meeting and reviewed the agenda
* There were no comments/updates from the FCC
* Previous meeting notes were approved and will be posted to the NANC Chair website
* Meeting dates for 2020 are:
* June 25
* July 30
* August 27
* September 17
* October 29
* November 17
* December 17

Phil noted we may need an interim call prior to June 14.

**Vendor Reports**

* **Pooling Administrator (PA) Report** 
  + Florence Weber presented the PA report for April
  + Highlights from the monthly Pooling Report:
    - All SLAs for the PA and p-ANI administrator were met for April
    - Trouble Ticket 1561.
      * Ticket was opened on 3/3/2020. “State” abbreviation was missing on emails for code disconnects when a new code holder was needed from all ported TN holders with contamination in excess of 10%. It was determined that this appears to only be happening when there is a hyphen in the rate center name.
      * Fix for this ticket was implemented and ticket was closed on 4/2/2020.
    - Regulatory update for April
      * Conducted quarterly state call on April 7 with attendance of 38 staff members. Updates were provided on NANPA, PA, and NANC/FCC numbering activities.
    - INC:

No updates for April

* + - Customer Focus:
      * There were 12 Pooling and 2 p-ANI customer focus items for April.
        + Refer to the Customer Focus tab in the attached spreadsheet for details on all Customer Focus items.
  + New Business:

The PA contract is now effective through October 31, 2020.

Only one expedite request in April as a result of COVID 19

Quarterly Tips from the PA and p-ANI were sent out in April.

An internal PAS build was completed on 4/16/2020 that included the ability to upload different file types.

Following is the PA report for April.



* **NANPA Report**
  + Beth Sprague presented the NANPA report for April
  + There was one complaint that was received and it was referred to the service provider
  + Trouble Tickets:
    - No new trouble tickets in April
  + CO codes – all measurements were met for April
    - NANPA noted that they did have 43 codes that were abandoned. This was the result of one entity that had gone out of business. There was no contamination in these codes so no new code holder owners was needed.
  + Non-Geo resource – all measurements were met for April
  + NRUF – all measurements were met for April
    - Completed sending out the anomalous notifications to service providers that failed to submit an NRUF.
  + NPA Inventory Status
    - No changes in April.
  + Relief Activity
    - All measurements were met for April
  + Change Orders – no new change orders
* INC
  + Issue 879 – Revisit Assignment of 800-855 line numbers and the 800-855 Assignment Guidelines was accepted at INC 167
  + NANPA noted that there was a CIGRR issue, Issue 271 – Provide the Capability for NANPA/CAN to Zap A records with a Past Disconnect Date when NANPA is also Zapping the associated ACD record, that was accepted at the 4/20/2020 CIGRR meeting.
    - * Customer Focus
        + There were eight customer focus items for April
  + Other

The NANPA contract is now effective through October 31, 2020.

* + - Following is the NANPA report for April



* **Billing & Collections Agent (B&C) Report**
  + Heather Bambrough provided the following B&C Agent report for April
  + April Highlights
    - The fund balance as of April 30 was $5,662,299
    - Refunds were issued to carriers that came off the Red Light list
    - The budgeted amount for the NANPA/PA transition has been moved to the next budget cycle
    - The projected balance at the end of the Fiscal Year on 9/30/20 is $2,906,234 ($2,000,000 contingency and $906,234 surplus).
    - There have been no impacts as a result of the COVID-19 pandemic.
    - The FCC audit for 2020 is underway with the kickoff meeting being held in April and the audit will continue through October with the final reports expected to be available in November.
    - See the Deliverables Report in the attached document for details on all deliverables.
    - Heather reviewed the proposed budget for 2020/2021.
      * $6M for the RND has been added into the proposed 2020/2021 budget. This dollar amount was provided to Heather by the FCC.
      * The NANPA Fund Budget has three contribution factor options for consideration.
      * It was noted that the budget includes a transition cost should there be a new vendor selected to be the NANPA/PA. But not included in the 2020/2021 budget is any potential cost increase between the current rate for the NANPA and PA and the new contract rate for the combined NANPA/PA and any costs for combining the NAS and PAS databases.
      * Another item not included in the proposed budget is a potential change order from Welch to cover the administration of the RND, which is not included in their current contract.
      * Due to time constraints, the NAOWG will hold a meeting on June 3 to finalize the NAOWG’s recommendation to the NANC on the contribution factor for the 2020/2021 budget.
    - All deliverables for April were met
  + Following is the B&C report for April, the B&C Annual Operational Review Report and the NANPA Fund Budget and Contribution Factor



June 3, 2020 Meeting continued:

**Attendees:**

Bob McCausland (West Telecom) (Co-Chair)

Phil Linse (CenturyLink) (Co-Chair)

Betty Sanders (Charter) (Co-Chair)

Mike Jacobs (ACA Connect)

Susan Gatley (Ad Hoc)

Lisa Jill Freeman (Bandwidth)

Glenn Clepper (Charter)

Sandra Jones (Cox)

Karen Schroeder (FCC)

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Bridget Alexander White (USConnect)

Dana Crandall (Verizon)

Heather Bambrough (Welch)

* The NAOWG met on June 3rd to further discuss the proposed NANPA Fund Budget and Contribution document provided by Welch.
* After reviewing all three contribution options provided, consensus was to select Option 3 as the contribution factor to present to the NANC.
* Heather will incorporate the contribution factor into a separate report for the NANC rather than making it a part of the NAOWG report.