**Contract Oversight Subcommittee (COSC)**

*A Committee of the Numbering Administration Oversight Working Group of the North American Numbering Council (NANC)*

Meeting Minutes

April 17, 2018

**Attendees:**

Phil Linse (CenturyLink) (Co-Chair)

Myrva Charles (FCC)

Michelle Schlater (FCC)

George Guerra (AT&T)

Linda Richardson (AT&T)

Leila Tolentino

Greg Rogers (Bandwidth)

Suzanne Howard (Cox)

Carolee Hall (Idaho)

Barry Hobbins (Maine)

Richard Kania (Maine)

Tom McGarry (Neustar)

Shaunna Forshee (Sprint)

Karen Riepenkroger (Sprint)

Laura Dalton (Verizon)

Dana Crandall (Verizon Wireless)

Mary Retka (SOMOS)

**Administrative**

Phil Linse, Co-Chair, welcomed everyone to the meeting.

The following items were then covered by Phil:

* Phil asked the FCC if they had any comments and there were no comments provided by the FCC.
* Following is the list of the 2018 meeting dates :
  + May 22
  + June 26
  + July 31
  + August – Off
  + September 18
  + October 30
  + November 27
  + December 11

**Vendor Reports**

* Billing & Collections Agent (B&C) Report
  + Heather (representative from Welch, the current B&C Agent) provided the B&C report.
  + There was no update provided on the RFP for the B&C Agent that was issued on 2/12/18.
  + On target to meet the budget.
  + Contacted the NANPA and PA and asked that they provide costs to any known future change orders.
  + The 2018-2019 NANP budget was provided and reviewed by Heather. The budget provided is attached below.
  + The new budget should be completed before the May NANC meeting so they can submit to the FCC. Budget was reviewed and there was consensus that the contingency should remain at $1M for the next budget year. Budget will be finalized at the May meeting and then sent to the NAOWG for review prior to sending to the NANC.
  + Phil Linse asked if there were any additional questions for the B&C Agent. No additional questions were asked.
  + Following are the B&C documents provided for the April meeting:



* Pooling Administrator (PA) Report
  + Amy Putnam (Neustar) provided the PA report.
  + PA Attendees: Amy Putnam, Gary Zahn, Linda Hyman, Dara Flowers, Shannon Sevigny, Cecelia McCabe, Jesse Armstrong, and Florence Weber
  + The following were highlighted by the PA:
    - The number of applications processed in March was up from February and back within the monthly range of applications processed each month.
    - In March there was three (3) minutes of unexpected downtime as a result of an issue with an AWS server. The server failed and as AWS was rebuilding the server, the PA switched over to a second server and that server also failed which resulted in the unexpected downtime. To alleviate this from occurring in the future, a third server has been ordered.
    - Gary Zahn noted that the trouble ticket opened in February has been resolved and closed with the 3/29/18 build. There were no new trouble tickets.
    - Linda Hyman provided the regulatory update. There were three new VoIP applications in March. There have been 44 VoIP applications submitted and 24 have been approved. There was a commission staff change in Connecticut and regulatory contact information has been updated to reflect this change and is available on the PA website.
    - Shannon Sevigny provided information on INC activities. There were two INC issues (850 and 851) that went to initial closure. There will be two new change orders submitted by 4/18/18. It was asked when the PA anticipated the change orders would be implemented. Response was that it was dependent on the degree of difficulty (which should not be an issue for these two change orders) and the availability of Neustar system engineering. It was noted that the cost of these two change orders should fall within the current budget.
  + Phil asked if there were any questions for the PA and there were none.
  + Following are the PA documents provided for the meeting:



* NANPA Report
  + John Manning (NANPA) provided the report.
  + NANPA Attendees: John Manning, Beth Sprague, Al Cipparone, Heidi Wayman, Nancy Fears, and Jesse Armstrong
  + Following were highlighted by the NANPA:
    - John noted that all measurements were met.
    - Change Order 7 was revised to reflect the INC agreement regarding the Central Office Code Utilized Report. Implementation should take place in three to four weeks.
    - The Florida 305 NPA has exhausted and assignments in the Keys Rate Center will now be made out of the 786 NPA.
    - The 2017 annual report has been posted to the NANPA website.
    - A delta NRUF exhaust report was issued for AL 205, CA 909, and TX 806.
    - The semi-annual exhaust report will be published after FCC approval, which should occur by the end of April 2018.
    - There were no new trouble tickets in April.
    - There was one discrepancy on a state reclamation report. This discrepancy was the inclusion of a code that should not have been reported on the report.
  + Phil asked if there were any questions for the NANPA and there were none.
  + Following are the NANPA documents provided for the meeting:

