**Contract Oversight Subcommittee (COSC)**

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

Meeting Minutes

November 5, 2018

**Attendees:**

Phil Linse (CenturyLink) (Co-Chair)

Betty Sanders (Charter) (Co-Chair)

Myrva Charles (FCC)

Michelle Sclater (FCC)

George Guerra (AT&T)

Linda Richardson (AT&T)

Suzanne Howard (Cox)

Carolee Hall (Idaho)

Richard Kania (Maine)

Shaunna Forshee (Sprint)

Rosemary Leist (T-Mobile)

Dana Crandall (Verizon)

Laura Dalton (Verizon)

Rebecca Beaton (Washington)

**Administrative**

* Phil Linse, Co-Chair, welcomed everyone to the meeting. Today’s meeting is a rescheduling of the NANPA and PA portions of the 10/30/18 meeting.
* No FCC opening remarks.
* July and September meeting notes have been posted to the [NANC Chair](http://www.nanc-chair.org/docs/documents.html) website.
* Next NANC meeting will be on 12/4/18.
  + Action Item: COSC Co-chairs to develop a draft presentation of the COSC’s activities for the 12/4/18 NANC meeting, and provide it to the COSC members by 11/27/18.
* Remaining meetings in 2018:
  + November 27
  + December 11

**Vendor Reports**

* **Pooling Administrator (PA) Report** 
  + PA Attendees: Tara Farquhar, Dara Flowers, Linda Hymans, Cecilia McCabe, Amy Putnam, Shannon Sevigny, Florence Weber, and Gary Zahn.
  + Highlights from the monthly Pooling Report:
    - The number of pooling applications processed in September was slightly higher, but other metrics were within typical ranges. P-ANI applications were within typical ranges.
    - Two trouble tickets were closed on 9/12/2018: PAS tickets #1558 and #1559. No new trouble tickets have been opened.
    - No news to report from a regulatory update perspective.
    - INC placed 4 issues into initial closure on 9/28/18. INC had planned to place Issue 839 into initial closure once ATIS staff posted the final working version of the combined pooling and central office code guidelines (TBCOCAG) to ATIS workspace, but that has been delayed for INC to do some further work on the document at its next meeting.
    - Neustar submitted PA Change Order # 8 (stemming from INC issue 869) to the FCC on 10/23/18 but didn’t include any cost information since it would be more appropriate for Somos to provide that information. The changes to the system that the Change Order addresses will not be completed prior to the transition to Somos. Because the Change Order didn’t have any cost information in it, it wasn’t sent to the COSC co-chairs.
    - The Customer Focus items detail tab was added back to the monthly report as requested by the COSC.
    - The PA monitored Hurricane Florence and was available in the event of the need for emergency assistance. Help Desk personnel were on standby, including after-hours availability, and were ready to coordinate with the NPAC if necessary. No requests for assistance were received.
    - The PA contacted the two companies that had responded with “not met” on the 2017 performance survey. One item was related to customer education on how to pull a report. For the second item, the company contact did not respond to the PA’s inquiry; the PA noted that the company has not submitted a resource request for several years. These items are considered resolved.
    - Following are the PA documents provided for the meeting:



* **NANPA Report**
  + NANPA Attendees: Nancy Fears, Amy Putnam, Beth Sprague, and Heidi Wayman.
  + Highlights from the monthly NANPA Report:
    - A security patch for the mini DDoS attacked was installed on 9/27/18.
    - There was no trouble ticket activity in September.
    - Twelve CO codes were treated as abandoned; other CO code metrics were typical.
    - There was a slight uptick in non-geographic resource changes in August and September due to merger/acquisition activities.
    - All NRUF and NPA relief planning measurements were met in September. Several Planning Letters were posted in September and early October, a delta NRUF for 2 NPAs was issued, a relief petition was filed in early October, and an updated exhaust projection was filed for relief petition pending with a state commission.
    - In September, the NJ 640 NPA was placed into service, and the new 428 NPA was assigned for relief in New Brunswick, Canada.
    - INC issue 865 was placed into initial closure. It was resolved and the modified text published in the guidelines on 10/26/18. INC had planned to place Issue 839 into initial closure once ATIS staff posted the final working version of the combined pooling and central office code guidelines (TBCOCAG) to ATIS workspace, but that has been delayed for INC to do some further work on the document at its next meeting. Issue 839 will generate both PA and NANPA change orders because it requires system changes to update the titles of the various forms.
    - Following are the NANPA documents provided for the meeting:



* **PA and NANPA Vendor Transition**
  + The Somos bridge contracts began on 11/1/18, so there’s a two-month overlap of both Somos and Neustar from 11/1/18 through 12/31/18.
  + The transition is expected to be smooth and transparent to customers. The technical team is meeting daily, and other teams are meeting once or twice a week.
  + A cutover date for NAS, PAS and RNAS from Neustar to Somos has not yet been set, but the vendors are tentatively targeting to have all three systems transitioned by or on 12/15/18. This will give some time for the systems to “settle” before the new NRUF cycle begins on January 1. The team is focusing on transitioning RNAS first, tentatively on 12/8/18, and then NAS and PAS on 12/15/18 (back up live on Monday 12/17/18).
  + When the upgraded PAS was implemented with the last contract award, there was a 2-day moratorium on application submission so there were fewer applications in process during the transition. A moratorium could be helpful again here but no decision has been made yet.
  + For users that submit applications and/or NRUF via FTP, there will be impacts to them with the transition. While a user’s account information won’t change, there will be some tasks for these users to complete, such as conducting connectivity testing, and making changes to host keys and passwords. The vendors will notify these users of these tasks as soon as possible via email, to ensure that all changes have been made by 12/8/18.
  + A COSC member asked if there were any plans to schedule industry calls during the transition so that users can ask questions as needed.
  + Action item: Amy Putnam to discuss with Somos the suggestion of scheduling industry calls during the transition so that users can ask questions as needed.