**Contract Oversight Subcommittee (COSC)**

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

Meeting Minutes

June 26, 2018

**Attendees:**

Phil Linse (CenturyLink) (Co-Chair)

Myrva Charles (FCC)

Michelle Sclater (FCC)

Darlene Biddy (FCC)

George Guerra (AT&T)

Linda Richardson (AT&T)

Suzanne Howard (Cox)

Rosemary Leist (T-Mobile)

Richard Kania (Maine)

Shaunna Forshee (Sprint)

Karen Riepenkroger (Sprint)

Laura Dalton (Verizon)

Dana Crandall (Verizon Wireless)

Rebecca Beaton (Washington)

**Administrative**

Phil Linse, Co-Chair, welcomed everyone to the meeting and reviewed the agenda. Phil made the following announcement:

* CenturyLink will be moving from GoToMeeting to Skype for Business. Once this transition has been complete Skype Business, an update to the remaining 2018 meeting notices will be sent.
* Following are the remaining 2018 meeting dates :
	+ July 31
	+ August – Off
	+ September 18
	+ October 30
	+ November 27
	+ December 11

**Vendor Reports**

* Billing & Collections Agent (B&C) Report
	+ Heather Bambrough (Welch) provided the B&C report.
	+ Statement of Financial Position:
		- Heather reviewed the receivables and liabilities with a fund balance at the end of May of $2.9M.
		- The budget and contribution factor for 2018/2019 was approved on 5/29/18 at the NANC meeting.
	+ Forecasted Statement and Changes in Fund Balance
		- This was reviewed and the projected balance at the end of September is $1.3M ($1.0M would be the contingency and $300K is excess).
	+ Current and Forecasted Liabilities
		- This is a summary page and it was discussed if this page should be retained. Consensus was reached that this summary page will be retained by not be reviewed at the monthly meetings.
	+ Welch will add information on the status of audits to the report
	+ Following are the B&C documents provided for the June meeting:



* Pooling Administrator (PA) Report
	+ Amy Putnam (Neustar) provided the PA report.
	+ PA Attendees: Amy Putnam, Gary Zahn, Linda Hymans, Tara Farquhar, Shannon Sevigny, Cecilia McCabe, Dara Flowers, and Jesse Armstrong
	+ Summary data:
		- The Part 3s processed has remained consistent the last couple months.
		- The number of new blocks on the reclamation list was down in May.
		- Amy pointed out that Rate Centers Less than 6 Months does fluctuate up and down throughout the year and especially during the months of the NRUF fillings.
		- The number of p-ANI applications processed was down in May from the other months in 2018. It was noted this has been a busy year for network clean up and changing selective router companies. The activity in May is more consistent with the volumes that have occurred in the past.
	+ Summary Block Report:
		- This report provides background information.
	+ Trouble Tickets:
		- Gary Zahn reported there was one trouble ticket opened and closed in May. Trouble Ticket 1557 was opened on 5/18/18 and closed on 5/30/18. The ticket was opened due to an “Oops error message when an invalid tracking numbering was entered instead of the correct error message. This was corrected with a PAS build on 5/30/18.
	+ Regulatory Update:
		- There was a State update call on 5/30/18 with 16 staff members in attendance. Linda noted she let the States know that Brent Struthers was leaving the company and they should contact her (Linda Hymans).
	+ Amy mentioned that over the next several months there will be some combining of activities for the PA and NANPA.
	+ Tara Farquhar provided the INC report. List of INC issues and their status is on the INC Report tab.
	+ Areas where the PA has performed customer focus activities is listed under the Customer Focus tab.
	+ The PA will be updating the PowerPoint from the Operational Review and will send to Phil and Betty.
	+ The annual performance survey has been posted on the PA and pANI websites and reminder notices were sent on 6/18/18 and 6/25/18.
	+ Following are the PA documents provided for the meeting:



* NANPA Report
	+ Amy Putnam (NANPA) provided the report.
	+ NANPA Attendees: Amy Putnam, Beth Sprague, Al Cipparone, Heidi Wayman, Nancy Fears, and Jesse Armstrong
* Change Orders:
	+ Change Order 7, addition of the “In-Service” column to the Central Office Code Reports, was implemented 5/17/18. This was the final portion of INC Issue 830.
* Code Admin Volumes:
	+ Beth Sprague noted that in May they had one reservation for a code and this was the first reservation since 2012.
	+ There were 44 abandoned codes (4 or 5 carriers) in May was high (carriers going out of business trunks down)
	+ All measurements were met.
* Code Admin Measurements:
	+ All measurements were met.
* NANP Resource Measurements:
	+ All measurements were met.
* NRUF Measurements:
	+ NRUF job aid document was revised and posted in May.
	+ All measurements were met.
* Relief Planning Measurements / Highlights:
	+ All measurement were met.
	+ Highlights of relief planning activities are noted in the relief planning highlight document
* PIP:
	+ NANPA participated in media interviews for the 805/820 NPA relief project, including a radio interview.
* MOR:
	+ The NANPA Performance Survey was posted to the NANPA website and reminders were sent on 6/18/18 and 6/25/18.
	+ NNS notice on semi-annual CIC reporting was distributed.
	+ Code Administration received the order from the NYPSC regarding the removal of blocking from blockable codes effective 5/17. Individual notifications were sent to service providers impacted by this order.
	+ The Ohio NPA relief petition was approved and the new NPA is 326.
	+ Notification was sent to the Florida PSC that the 407 exhaust date is 3Q2019.
	+ Distributed the NRUF reminder that the semi-annual NRUF is due August 1 and updated job aid
	+ The NANPA Performance Survey was posted to the NANPA website and reminders were sent on 6/18/18 and 6/25/18.
* Following are the NANPA documents that were provided for the meeting:

