**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:

