



Administrative Council for Terminal Attachments (ACTA)

Inaugural Meeting

May 2, 2001

Bethesda, MD

Draft Agenda (Version 3.0)

8:30am: On-site registration, meet-and-greet, “coffee and sticky buns”(i.e. Continental Breakfast)

9:00am: Meeting begins

1. Call to Order
2. Opening Remarks by *Dan Bart, TIA Senior Vice President for Standards and Special Projects and Ed Hall, ATIS Vice President for Technology Development*
3. Attendance Roster and Introduction of ACTA representatives and other attendees
4. Agenda Review and Approval
5. Introduction of Contributions, Numbering, Assignment to Agenda Number (Contribution will be numbered as follows: ACTA-01-05-02-XX)
6. Scope of ACTA as mandated by FCC R&O
7. Sponsors activities related to the FCC Report & Order (R&O)
8. Overview of Proposed ACTA Operating Principles and Procedures (OP&P)
 - a. Charter: Mission, Scope and Responsibilities
 - b. Membership and Council Organization
 - c. Meetings
 - d. Voting
 - e. Sponsors and Secretariat Support
 - f. Intellectual Property
 - g. ACTA Web Site and Exploder Lists
 - h. Appeals Process
 - i. Revisions to the OP&P
9. Secretariat Functions

- a. Budget
 - i. Expenses
 - ii. Sources of Income
- b. ACTA Director
- c. Database

10. Potential ACTA Issues and Planned Contributions

- a. Review of activities in TIA TR41:
 - i. Status of Draft Proposed ANS Part 68 Standard (SP-3-0005 - TIA/EIA-968)
 - ii. Status of Addendum to cover FCC's former Waiver Procedures
 - iii. Status of Labeling proposal
 - iv. Status of Supplier's Declaration of Conformity Administrative procedures Guide
 - v. Status of Database proposals
 - vi. Looking forward concepts for Database implementation
- b. Update on TCB council activities relating to Part 68 issues
- c. Future ACTA activities (Discussion Topics)
 - i. Future changes and approach (e.g., V90 modems power limits, ADSL crosstalk limits, etc.)
 - ii. Alarm company and consumer concerns (RJ 31 jacks) and disposition
 - iii. Need for specific Working Groups (e.g., Database, labeling, budget/finance, administrative procedures)
 - iv. Other issues
- d. Update on Legal and Liabilities Issues

11. Chair election

12. Future Meeting Schedule

13. Review Action Items

14. Adjournment (est. 5:00 pm)