

TITLE:	ACTA General Council Virtual Meeting Notes, April 21, 2020
SOURCE:	Sarah Chittick, Committee Coordinator, schittick@atis.org
LEADER(S):	Chair: Scott Lambert (Bureau Veritas), scott.lambert@bureauveritas.com



ADMINISTRATIVE COUNCIL FOR TERMINAL ATTACHMENTS (ACTA) GENERAL COUNCIL

**Virtual Meeting – April 21, 2020, 2:00-3:00pm ET
Meeting Notes**

1 WELCOME & CALL TO ORDER

Scott Lambert (Bureau Veritas), ACTA Chair, called the meeting to order and welcomed participants at 2:06pm ET on April 21, 2020.

2 INTRODUCTIONS & SIGN IN

Mr. Lambert welcomed the attendees. The meeting participants are listed below:

Participant	Company	Email
1. Scott Lambert, ACTA Chair	Bureau Veritas	scott.lambert@bureauveritas.com
2. Vir Lontoc	Panasonic	virangelo.lontoc@us.panasonic.com
3. Steve Barclay	ATIS	sbarclay@atis.org
4. Sarah Chittick	ATIS	schittick@atis.org

3 REVIEW & APPROVAL OF AGENDA

The agenda was made available to participants via the Part 68 website:
<https://www.part68.org/meetingRecords>.

4 PREVIOUS MEETING NOTES (PREVIOUSLY APPROVED ELECTRONICALLY)

The following previous meeting notes were made available to participants via the Part 68 website:

- ACTA-20-001, Meeting Report for the November 14, 2019, General Council Meeting

It was noted that no comments or edits were received by ATIS staff and these notes were approved electronically on month day year (seven days after notification of posting was sent to the exploder list).

5 REVIEW OF ACTION ITEMS FROM PREVIOUS MEETINGS

Action Item: In recent correspondence TIA 41.9 provided additional references, outside of Part 68, for FCC rules. TR41.9 notes that some of the terms are not defined in the CFR FCC-68 rules (i.e., definition for “advanced communications services” (ACS) and the terms “interconnected VoIP service” and “non-interconnected VoIP service”) which may lead to the need for interpretation or clarification. These terms, however, may be defined in other FCC rules. Scott Lambert (Bureau Veritas) will provide these terms and references to the FCC, asking for clarification of their definitions. Mr. Lambert indicated that he would provide a draft response back to the Executive Committee for review prior to sending to James Szeliga (FCC).

- Mr. Lambert reviewed this Action Item, noting that he had yet to complete the Action Item. Participants reviewed correspondence from TR41.9 ([ACTA-E-2019-00006R000](#)) for context.

It was noted that the FCC is trying to protect the user and the environment and ensure HAC compliance for VoIP, IS, and IT. To this end, the equipment codes were updated to add “*or to ACS*” or “*or via ACS*”. The FCC’s definition of ACS is: “*Non-interconnected VoIP includes services that enable real-time voice communications that... neither originate nor terminate on the PSTN.*”

Mr. Lambert indicated that he would follow up on this Action Item prior to the next virtual meeting.

6 SECRETARIAT UPDATE

- **Leadership Vacancies are Listed at <https://www.part68.org/leadership>**

Providing an update, Steve Barclay (ATIS) noted that the Executive Committee continues to work to streamline the ACTA OP&P.

7 LIAISON REPORTS

7.1. TR41 Liaison Report

It was noted that there are no representatives present; no updates were provided.

7.2. FCC Report

It was noted that there are no representatives present; no updates were provided.

7.3. ISED

It was noted that there are no representatives present; no updates were provided.

After the lack of reports were noted, it was inquired if it would benefit the ACTA to request that representatives from TR41, the FCC, or ISED join future meetings. The ACTA Chair

noted that an annual discussion with these groups may be beneficial and could be established in the future.

It was also suggested that the ACTA meeting could collocate with the annual TCB conference, where FCC representatives are already in attendance. This conference is always held in Baltimore. The next conference is scheduled for October 2020. ATIS staff noted that they would work with Mr. Lambert and the Executive Committee to discuss this overlap in the future.

Action Item: Steve Barclay (ATIS) will work with the ACTA Chair and the Executive Committee to discuss coordination of ACTA meetings with the TCB Conference that is held in Baltimore each year (currently scheduled for October).

8 OLD/NEW BUSINESS

There was no new or old business to discuss.

9 FUTURE WORK/ASSIGNMENTS/MEETINGS

- November 19, 2020, 2-3pm ET

10 ANY OTHER BUSINESS

There was no other business to discuss.

11 ADJOURNMENT

Mr. Lambert thanked participants for attending and adjourned the meeting at 2:34pm ET.

Notes submitted by:
Sarah Chittick, ATIS Committee Coordinator