|  |  |
| --- | --- |
|  | Federal Communications Commission  Washington, D.C. 20554 |

Oct 8, 2019

**VIA ECFS ELECTRONIC DELIVERY**

Ms. Marlene H. Dortch, Secretary

Federal Communications Commission  
445 12th Street SW  
Washington, DC 20554  
  
Re: Measuring Broadband America Program (Fixed Collaborative), GN Docket No. 12-264  
  
Dear Ms. Dortch,  
  
On August 15, 2019 Commission staff members met in the FCC premises with representatives of broadband providers, public interest groups, companies, and other organizations for the fixed-line Measuring Broadband America (MBA) collaborative meeting to discuss ongoing plans pertaining to the MBA program.[[1]](#footnote-1)

Rajender Razdan, Electronics Engineer, EMCD/OET welcomed all the collaborative members and introduced Ms. Roxanne Robinson, Global Head of Client Services, SamKnows to present the agenda for the meeting.[[2]](#footnote-2)

1. **Project Documentation**

Ms. Robinson thanked all the ISPs who had sent out their code of conduct forms to Ms. Stacie Djordjevic. She noted that Stacie was in touch with remaining couple of ISPs who had not yet to send back the code of conduct forms. Ms. Robinson also mentioned that Stacie had kept the ISPs informed about the latest updated MBA project plan (ver. 1.2). She requested the ISPs to take note of the set of important due dates coming up that relate to the pre- and post-validation processes of the MBA program.

1. **Recruitment Update:**

Ms. Robinson was happy to announce to the MBA collaborative that the panelist recruitment process was proceeding smoothly. She thanked all the ISPs for their help in trying to recruit new panelists in each of their tiers; and for reviewing the MBA website. As a result of their combined efforts the MBA website had received over 104,931 visitors since June 11, 2019. Of these 47,252 potential panelists had signed-up. SamKnows has so far dispatched 2,592 new whiteboxes (of which already 1,081 are online). A sizable number of the whiteboxes are in transit and SamKnows expects that once the panelists receive these whiteboxes they are likely to plug it in immediately. The revamped MBA website should also help in keeping the panelists engaged and well informed about the MBA program.

1. **Timeline and Validations:**

The key methodology and dates connected with the validation process was presented by Ms. Robinson, who noted that this process was the same as in previous years. She asked the ISPs to keep a note of the following key dates:

Sept. 1, 2019: The MBA reporting/validation period begins

Sept. 2, 2019: Pre-validation forms sent to the ISPs by SamKnows

Sept 13, 2019: Deadline for ISPs to return pre-validations

Oct. 31, 2019: End of reporting period

Nov 4, 2019: Post-validation forms sent to ISPs by SamKnows

Nov. 18, 2019: Deadline for ISPs to return Post-validations

Ms. Robinson reassured the ISPs that she and Stacie were available to answer any questions the ISPs might have with respect to the validation process.

Mr. Razdan concluded the meeting by thanking all the attendees for their participation.

Sincerely,  
  
/s/ Rajender Razdan  
  
Rajender Razdan, Electronics Engineer,  
Electromagnetic Compatibility Division/OET  
Federal Communications Commission

1. A list of attendees is attached to this filing in GN Docket No. 12-264. [↑](#footnote-ref-1)
2. SamKnows presentation is attached to this filing in GN Docket No. 12-264. [↑](#footnote-ref-2)