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

April 16, 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 February 21, 2019, Members of the Commission Staff met with representatives of broadband providers, public interest groups, companies, and other organizations for the first collaborative meeting of 2019 to discuss plans pertaining to the fixed Measuring Broadband America (MBA) program.[[1]](#footnote-1)

Dr. Rajender Razdan, Electronics Engineer, EMCD/OET welcomed all the collaborative members for this meeting and apologized for the fact that the originally scheduled January meeting had to be cancelled due to the prolonged US government shutdown. He pointed out that with the retirement of Walter Johnston and with the move by Mr. James Miller to Amazon Corp., the MBA program management had passed on to himself, Ms. Padma Krishnaswami, Electronics Engineer, EMCD/OET and Mr. Ira Keltz, Deputy Chief, OET. Despite the personnel changes, Dr. Razdan emphasized that it was the intention of the new management to continue the program in the same cooperative manner as before.

Dr. Razdan introduced Ms. Roxanne Robinson, Global head of Client Services, SamKnows and Ms. Stacie Djordjevic, Client Services, SamKnows to present the agenda and slides for the meeting. [[2]](#footnote-2)

1. **MBA 9th Report Update:**

Ms. Robinson started off by displaying the timetable for the MBA 9th Report. She explained that SamKnows planned to send the first draft of the charts to the FCC later this week by Feb. 25. The FCC was expected to provide feedback on these charts to SamKnows by March 4, 2019. SamKnows expects to have the final draft of charts to be ready by March 19th and to send the charts and accompanying data sets to the FCC by March 25, 2019. These would then be used by the FCC to generate the 9th MBA Report.

1. **Timetable for MBA 10th Report Update:**

With respect to the MBA 10th Report SamKnows plans to use FCC’s 477 ISP tier subscription data to establish a sample plan based on the top 80% (in terms of subscribership) of each ISP’s set of tiers. A draft sample plan will be communicated to each ISP by March 26, 2019. The ISPs are expected to provide their feedback and/or confirmation of these tiers by April 1, 2019. If there are disagreements about what constitute the top 80% tiers, the ISPs are asked to provide an explanation as to why there are discrepancies between the 477 data and the ISP’s subscription numbers. A finalized sample plan will be created by SamKnows on April 10. SamKnows will contact the individual ISPs regarding recruitment instructions.

1. **Recruitment Update:**

Ms. Djordjevic updated the collaborative on its efforts to create a new webpage aimed at improving the panelist recruitment process. She mentioned that, based on the feedback received from the FCC and various ISPs, SamKnows was currently drafting an updated version of the new webpage. Ms. Djordjevic reminded everyone that the main goal was to recruit and maintain a minimum of 100 panelists per reported tier.

1. **Important Dates 2019:**

The key set of dates that ISPs should keep in mind was enumerated by Ms Djordjevic as follows:

**April 1, 2019:** ISPs provide feedback/confirmation of popular tiers

**April 11, 2019:** ISPs begin sending recruitment emails

**July 12, 2019:** ISPs signa and return Code of Conduct

**Sept. 13, 2019**: ISPs return pre-validations to SamKnows

**Oct. 3, 2019:**  ISPs respond to SamKnows queries about pre-validations

**Sept 1- Oct 31 2019:** Dates set aside out of which 30 days to be selected as the period for which MBA data is validated

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