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

June 20, 2018

**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 April 26, 2018, members of the Commission Staff met with representatives of broadband providers, public interest groups, companies, and other organizations in a collaborative meeting to discuss plans pertaining to the fixed Measuring Broadband America (MBA) program.[[1]](#footnote-1)

After general introductions, Walter Johnston, Chief, EMCD/OET welcomed all the collaborative members and introduced Charlotte Wilson, Client Services Executive at SamKnows to present the agenda for the meeting.[[2]](#footnote-2) The following topics were discussed:

1. **2017 MBA Report update:** Mr. Johnston informed the collaborative that the Chairman’s office had read the 2017 MBA Report draft and had suggested some editorial changes which had been accepted and the changes made in a new draft. The report is awaiting final clearance by the Chairman’s office.
2. **Code of Conduct:** Ms. Wilson presented the new Code of Conduct form[[3]](#footnote-3) for 2018 to the collaborative. She requested the ISPs and other key members to submit the signed new Code of Conduct form to SamKnows as soon as possible.

Mr. Johnston 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)
3. The 2018 Code of conduct form is attached to this filing in GN Docket 12-264. [↑](#footnote-ref-3)