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

Aug 7, 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 July 18, 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. Anastacia (Stacie) Djordjevic, Government Project Manager for North America, SamKnows to present the agenda for the meeting.[[2]](#footnote-2)

1. **Recruitment Update:**

Ms. Djordjevic was happy to announce to the MBA collaborative that the panelist recruitment process was proceeding smoothly. A few of the ISPs had already achieved FCC’s recruitment goal of having at least 100 panelists online per reported tier. SamKnows is in constant touch with the ISPs who have yet to meet the FCC goal, in order to keep them informed about the panelist recruitment process and to let them know what further efforts, if any, are needed. She presented the latest recruitment statistics, noting that from the time the website went public on June 11, 2019 till July 17, 2019 the number of visitors to the recruitment website was 74,637. The corresponding number of sign-ups was 36,723 with 87.8% of these identifying with the correct ISP tier. SamKnows has so far shipped out 1,265 new whiteboxes and plans to continue to ship more boxes. In the next few weeks SamKnows will also be closely monitoring how many of these whiteboxes have been installed and switched on by the panelists.

1. **Sample Plan Update**

In the previous meeting Ms. Djordjevic had presented the sample plan to be used for the tenth MBA Report. This plan included the top 80% of the ISP tiers by subscription numbers as per the June 2018 FCC 477 data. Recruitment of panelists for the 10th MBA Report was being sought for these specific tiers. At that meeting Ms. Djordjevic had requested ISPs to inform her of any new tiers that may have been introduced by the ISP since June 2018 and to also let her know of any changes in the subscription numbers for the tiers. A few of the ISPs responded to her request and, based on the feedback she received, she had updated the sample plan which is reflected in the current version (version 1.7) that was presented to the collaborative. Ms. Djordjevic noted that this document was being constantly revised and further changes are likely as we approach the testing period (September-October 2019) for the 10th MBA Report. She requested ISPs to communicate such tier modifications to her as soon as possible so that there is enough time to recruit panelists for these tiers.

1. **Project Plan Part II:**

Ms. Djordjevic reminded the collaborative that the yearly project plan consists of two parts: Part 1 which is focused on the recruitment process and Part 2 which is focused on the recording and data analysis processes. Dates for the tasks connected with Part 2 for the MBA 10 Project Plan were presented. There were likely overlaps in these dates with tasks connected with the MBA 11 Project Plan Part 1 for early 2020. Ms. Djordjevic asked members to take special note of the starting and end dates for these various tasks.

1. **Next Steps:**

Ms. Djordjevic thanked the ISPs that had completed and returned their Code of Conduct forms and requested all the other ISPs to do so as early as possible. If any of them hadn’t received the form or have any questions they are encouraged to contact her at [stacie@samknows.com](mailto:stacie@samknows.com).

She also mentioned that she was in constant touch with the ISPs regarding the recruitment process and that time was of the essence in getting all the recruitment emails out to prospective panelists before the reporting period which is from September 1, 2019 to October 31, 2019. For the benefit of those who may not be fully aware of the FCC’s reporting policy, she explained that after the reporting period is over, the measurement results are closely reviewed and any discrepancies in recording data due to problems like software updates, hardware errors or natural disasters are noted. An error-free period of 30 days is chosen from the September 1 to October 31 time period as the final reporting month to be used for the MBA report.

SamKnows conducts two mandatory cycles in validating the tiers of the panelists, i.e., pre-validation which is completed before the recording period and post-validation which is completed after the recording period. The validation process starts with SamKnows sending a spreadsheet to each ISP with its internal record of the speed tier for the panelists under that ISP. The ISPs are asked to confirm if the panelist’s tier shown on the spreadsheet is correct and are responsible to inform SamKnows of any corrections that may be needed. Pre-validation files will be sent to the ISPs on Monday, September 2 and would be expected back from the ISPs by Friday, September 13. The post-validation dates have not yet been determined. Ms. Djordjevic noted that validation can be a time-consuming process if the ISP does this only once per year. She encouraged ISPs to perform the validation process more frequently and throughout the year. Mr. Razdan reminded the ISPs that the process can be considerably simplified by using the automated processes that SamKnows had initiated in the last couple of years. Ms. Djordjevic stated that three of the ISPs have already started using the automated process and she welcomed others to join as well.

1. **Other Issues:**

Mr. Jim Partridge, NCTA, raised a question whether SamKnows had received MoU’s from M-Labs with regard to their plan to upgrade their platform and whether the MBA program would continue to use M-Labs servers, given the fact that SamKnows was also planning to use StackPath servers. In response, Roxanne Robinson, Global Head of Client Services, SamKnows, explained that SamKnows plans were to continue using M-Labs servers as a viable platform for the foreseeable future.

Mr. Partridge also asked if there had been a decision made about whether the 9th MBA Report would be released this year or, as was the case with the 7th and 8th MBA Reports, released next year as part of the bi-annual wireline competition report. Mr. Ira Keltz, Deputy Chief of Policy and Rules Division in the OET, FCC, responded by saying that no decisions had yet been made on the date of the release of the report.

Mr. Razdan concluded the meeting by thanking all the attendees for their active participation and reminding everyone on the bridge to send in email notifications of their presence at this meeting.

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)