

**Change Management Process (CMP) Monthly Meeting
Product - Process
Wednesday, July 15, 2009**

Introductions and Announcements

Mark Coyne-Qwest began the meeting with introductions.

Prior Monthly Meeting Minutes (Attachment A)

Mark Coyne-Qwest asked if there were any additional questions or comments on the Prior Monthly Meeting Minutes.

Review Global Action Items (Attachment B)

There were no Global Action Items for the July Product/Process Meeting.

Review Active CLEC Originated Change Requests (Attachment C)

There were no new CLEC CRs for the July Product/Process Meeting.

Review Active Qwest Initiated Change Requests (Attachment D)

PC121608-01 Improvements to CNLA and Mailout Sub categories

Mark Coyne-Qwest said this was effective 5/29/09 and asked if there was any objection to closure.

Kim Isaacs-Integra asked if the historical notices had been moved to the correct category.

Mark Coyne-Qwest said there were a few outstanding notices that we plan to have moved by 8/1/09.

Kim Isaacs-Integra asked that we leave this CR open until the August meeting.

Mark Coyne-Qwest – agreed to leave open and to re-address in August meeting.

PC032409-1 Expedites and Escalation – Change to remove UDF Product

Mark Coyne-Qwest said the level 4 announced on 6/8/09 and will become effective on 7/23/09. We will revisit in the August CMP meeting.

PC052609-1 Grandfather Radio Carrier Listings

Mark Coyne-Qwest said this CR was presented in the June meeting and updates are pending.

PC060509-1 LIS PCAT Changes

Mark Coyne-Qwest said the level 2s have been implemented and the level 4 changes have been discussed in adhoc meetings. He said the level 4s notifications will go out with the redline changes.

Discussion of CMP Operations and Proposed Modifications to CMP Framework

Status of Request for CMP Oversight Review regarding Section 2.6 of the CMP Document

Mark Coyne-Qwest said that this issue is still open. He said an adhoc meeting was held on 7/13/09 with a brief discussion and the redline changes were reviewed. Mark said the minutes will be available next week and a vote will be conducted in the August CMP Meeting.

Qwest Wholesale Change Management Process (CMP) Meeting Minutes

PC060909-1CM Update Section 2.6 of the CMP Document to remove obsolete language

Mark Coyne-Qwest said a vote on this change will be conducted in the August CMP Meeting.

PC050409-1CM Increased clarity in Qwest –initiated proposed documentation changes, including avoiding overlapping notices and modifying notices if an overlapping change is unavoidable.

Mark Coyne-Qwest said that this CR is proposing updates to Section 2.5 of the CMP Document to add increased clarity in Qwest-initiated proposed documentation changes, including avoiding overlapping notices and modifying notices if an overlapping change is unavoidable. Mark said that a vote will be conducted today.

Lynn Stecklein-Qwest said the redline is included in the distribution package. Quorum is 7 and has been achieved. In Section 2.1 of the CMP document it states that incorporating a change into the Change Management Process requires unanimous agreement.

A vote of 'Yes' will indicate a preference that Section 2.5 of the CMP Document be updated to include clarity in Qwest initiated proposed documentation changes, including avoiding overlapping notices and modifying notices if an overlapping change is unavoidable.

A vote of 'No' will indicate a preference that Section 2.5 of the CMP Document **not** be updated to include clarity in Qwest initiated proposed documentation changes, including avoiding overlapping notices and modifying notices if an overlapping change is unavoidable.

Lynn said Qwest has received 3 'Yes' votes from Qwest, Verizon Business and Comcast via e-mail. One abstain vote was received from Action Communications, Inc. The meeting participants voted as follows: Integra – Yes, PAETEC – Yes, Covad – Yes, TDS Metrocom – Yes, Time Warner Telecom – Yes

The vote was granted with 8 'Yes' votes, 0 'No' votes and 1 'Abstain' vote. A vote disposition notice will be sent and the change will be made to the CMP document.

PC060209-1CM Update Section 5.8 of the CMP Document to add a new CR status of “Crossover”

Mark Coyne-Qwest This CR is proposing updates to Section 5.8 of the CMP Document to add a new CR status of “Crossover”.

Lynn Stecklein-Qwest said the redline is included in the distribution package. Quorum is 7 and has been achieved. In Section 2.1 of the CMP document it states that incorporating a change into the Change Management Process requires unanimous agreement.

A vote of 'Yes' will indicate a preference that Section 5.8 of the CMP Document will include a CR status of “Crossover”.

A vote of 'No' will indicate a preference that Section 5.8 of the CMP Document will **not** include a CR status of “Crossover”.

Lynn said Qwest has received 4 'Yes' votes from Qwest, Verizon Business, Velocity and Comcast via e-mail. The meeting participants voted as follows: Integra – Yes, PAETEC – Yes, Covad – Yes, TDS – Yes, Time Warner Telecom – Yes

The vote was granted with 9 'Yes' votes, 0 'No' votes and 0 'Abstain' vote. A vote disposition notice will be sent and the change will be made to the CMP document.

Susan Lorence-Qwest asked if everyone was agreeable to a level 1 notice and that the votes conducted today be combined on the same notice.

Kim Isaacs-Integra said since there are 2 separate CRs, separate notices should be sent.

Qwest Wholesale Change Management Process (CMP) Meeting Minutes

General CMP Comments:

None.

Walk On Items

The July Product Process CMP Meeting was adjourned.

Maintain Meeting Details

Meeting Name:	JulyProdProcCMPMeeting	Type	Monthly PNP
Meeting Date	07/15/2009	Area	Wholesale ProdProc

Attendee	Company	Attendance Type
Balvin, Liz	Covad	On Phone
Bilow, Joyce	McLeodUSA	On Phone
Bloemke, Brenda	Comcast	On Phone
Rogonjic, Emmy	Time Warner Telecom	On Phone
Chapman, Mindy	Neustar Inc	On Phone
Coyne, Mark	Qwest Corporation	On Phone
DeRosier, Judy	Qwest Corporation	On Phone
Hines, LeiLani	Verizon Business	On Phone
Houston, Neil	Qwest Corporation	On Phone
Isaacs, Kim	Integra	On Phone
Lorence, Susan	Qwest Corporation	On Phone
Martinez, Denise	Qwest Corporation	On Phone
Miles, Linda	Qwest Corporation	On Phone
Munz, Ellen	Qwest Corporation	On Phone
Preble, Lisa	Qwest Corporation	On Phone
Rodgers, Todd	Qwest Corporation	On Phone
Stecklein, Lynn	Qwest Corporation	On Phone
Stewart, Karen	Qwest Corporation	On Phone
Tekavec, Sandra	Qwest Corporation	On Phone
Tessema, Meteknesh	Accenture	On Phone
Trickel, Pamela	TDS Metrocom/USLink	On Phone
Van Dusen, Janean	Qwest Corporation	On Phone