ccNSO Council Telephone Conference
14 April 2016

Attendees :

AF
Abibu Ntahigiye, .tz
Souleymane Oumtanaga, .ci

AP
Debbie Monahan, .nz
Young-eum Lee, .kr

EU
Nigel Roberts, .gg & .je
Katrina Sataki, .lv
Peter Vergote, .be

LAC
Alejandra Reynoso, .gt
Demi Getschko, .br

NA
Becky Burr, .us
Stephen Deerhake, .as

NomCom
Christelle Vaval
Ching Chiao

Observers/Liaisons
Ron Sherwood, ccNSO Observer to the ALAC
Maureen Hilyard, ALAC Observer to the GNSO

Regional Organizations
Peter Van Roste, CENTR
Barrack Otieno, AfTLD

ICANN Staff
Bart Boswinkel
Joke Braeken
Kim Carlson

1 Apologies

Apologies were noted from Byron Holland, Hiro Hotta, Margarita Valdes, Celia Lerman Friedman, and Leonid Todorov
Absent, no apologies received: Vika Mpisane

Chair reminded Councilors, attendance will be published on the website and wiki.

Note: Meeting was not quorate at start of the call - Debbie Monahan joined shortly after the start of the call and meeting was quorate

2 Minutes and Actions

Minutes from meeting in Marrakech were circulated and adopted online and posted.
All action items are complete

3 Overview inter-meeting Council decisions

Chair noted this is a new administrative item on the agenda, it is on here to summarize all the Council decisions taken online and on the mailing list – inter-meeting Council decisions.

Adoption of new members to the Travel Funding Committee, Triage Committee, Membership Application oversight – adopted on 23 March 2016

- Triage committee – Celia Lerman Friedman, Margarita Valdes, Debbie Monahan
- Travel Funding Committee – Celia Lerman Friedman, Young Eum Lee, Soulemane Oumtanaga
- Membership Application Oversight – Abibu Ntahigiye

The Chair continued stating the next topic was deferred from Marrakech due to time constraints and it was agreed upon to take the decision of adoption of new guidelines and charters online – on 28 March, effective on 4 April 2016, there was an adoption of new guidelines including:

- Guideline: ccNSO Work Plan
- Guideline: ccNSO Working Groups
- Guideline: ccNSO Roles and Responsibilities
- Guideline: ccNSO Statements
- Guideline: ccNSO Meetings
- Guideline: ccNSO Collaboration Groups with Limited Scope

Charters:

- Charter: ccNSO Meetings Programme Work Group
- Charter: ccNSO Council Triage Committee

The Chair further stated adoption of change to the Travel Funding Guideline – it was agreed that the Council would go back to the guideline and revise it by the end of the year.

The last decision made was appointment of additional volunteers to the Guideline Review Committee.
The volunteers are:
Christelle Vaval
Martin Boyle
Maarten Simon

The Chair discussed the new wiki worksite for the Council stating the Guideline Review Committee has been using their own wiki and was very helpful. It was decided to create a wiki space for the Council.

She showed within the Adobe Room, the actual site. There is a separate section for Action Items, the action items are linked to the actual minutes of the meeting, the person responsible is listed, date it was initiated, due date and status. She noted a few of the dates are not accurate, but will be for all upcoming Action Items – there are pages for to do items, correspondences; there is redundancy on the ccNSO website, but information is difficult to find, so it was decided to put the information on the wiki as well; Council committees are listed – the wiki will make it easier to track appointment/end dates. There is a page for Council decisions, where the resolutions are listed; a page for Councilors. The Chair asked the Councilors about adding email addresses and permission to do so (Kim Carlson will send a follow up email); Information on Council meetings – landing page includes attendance sheet, individual meetings will be listed with documents; Outreach, will be discussed later in agenda, idea will be to publish information updates the Councilors give to members of regional organizations; Work plan will be added later.

The Chair asked for suggestions, changes or additions to the wiki page from the Councilors – ways to make the wiki space more useful.

No immediate responses were noted.

4 Roles, responsibilities and accountability Council

The Chair noted, in Marrakech, the Council briefly discussed roles, responsibilities and accountability of Councilors. According to the discussions and email correspondence, Councilors have been appointed to committees. Work plan will be discussed later and how the "share" the work between the chair and vice chairs and who will be the "cluster owner" on the work plan.

She stated there is a new guideline on roles and responsibilities.

She then suggested to start thinking about closer ties between Councilors and the regions – she would like to know if Councilors believe relationships are "fine" and also if there are more things that can be done to strengthen ties and collaborate more, and be more active within their region and if the Chair or Vice Chairs can be of assistance.

No question or comments noted.

The Chair then discussed the wiki page on outreach – from personal experience from CENTR meetings, it is really helpful to provide updates to members of regional organizations – a template was created and further used in the Asia Pacific region – but tailored for the particular region. Some topics are common and some are specific to the region – the template is available and offered to the African and Latin American regions. The other thing to consider is how to inform and update members and nonmembers who are not part of a regional organization. The Chair asked if the Councilors from AF and LAC region if they provide updates at the meetings of the regional organizations? If not, do they think it's worth doing so? If they do, would they be interested in using the common framework of presentations?

Peter Van Roste stated he believes these update are crucial to not only engage those who are already involved in the ccNSO, but those who might be members but hardly show up and to inform those who are

not involved in the ccNSO. The exchanges after those updates were very helpful, to inform but to also use as guidance for himself and other CENTR staff when interacting at the following ICANN meetings.

The Chair thanked Peter Van Roste for his comments and suggestions.

Abibu Ntahigiye mentioned in chat, some Councilors are not only Council members, but ExCom members of their regional organization.

Alejandra Reynoso stated in chat she has not done any presentations yet, but is interested in common presentation slides.

The Chair noted the slides are on the wiki space, and if further assistance is needed, to contact her or the secretariat.

The Chair introduced the next topic on accountability, noting it has been a "hot topic" recently, but shouldn't just be speaking about ICANN accountability but accountability of the supporting organizations and advisory committees. This become even more important as we move toward work stream 2 implementation. Some things have already been started to approve accountability, like publishing attendance and documents online. The proposal is asking the community what is expected from the Council through a survey – what would you like from the Council and how would you like the work to be presented and shared?

The Chair asked if the Council agreed with conduction a survey and if there are other alternatives to gather information and improve accountability.

Alejandra Reynoso noted support for the survey via Adobe Room chat.

Demi Getschko noted support for the survey via Adobe Room chat.

Action 117-01:
Chair/Vice Chairs, along with Secretariat, to prepare a Council accountability survey to be shared and finalized at the next meeting on 12 May.

The Chair further explained the plan would be to send out to the community and provide a summary and share with the Council during call in June – after which, summary will be shared with community in Helsinki.

No objections were noted from the Council.

5 Appointment chair of ccNSO Programme WG

The Chair conveyed that she would be stepping down as the chair of the Programme Working Group and during yesterday's call, the working group nominated a new chair, which needs to be appointed by the Council according to the guideline. The Programme Working Group agrees to be guided and chaired by Alejandra Reynoso from .gt – she is a Councilor and a very active member of the community.

RESOLUTION 117-01:

The ccNSO Council appoints Alejandra Reynoso as chair of the ccNSO Programme WG. The secretariat is requested to inform the members of the Programme WG, relevant ICANN staff accordingly, and update the webpage of the WG.

Moved by Demi Getschko
Seconded by Stephen Deerhake
Resolution was carried unanimously.

Alejandra Reynoso expressed in Adobe Chat she hopes she will be able to do a good job with the help if the rest of the Programme Working Group.

6 Policy development processes review mechanism and retirement of ccTLDs

The Chair reminded the Council, as discussed in Marrakech, Becky Burr and Bart Boswinkel gave a presentation, and a "show of cards" done on the structure of the PDP – one or two, different issues around volunteers. The result of the "temperature of the room" was community expected to first focus on review mechanisms for decision on delegation, revocation and transfer of ccTLDs. This was considered the highest priority, particularly in light of the IANA Stewardship transition. Secondly, focus on retirement and to extend needed, revisit review mechanism outcome to adjust for retirement of ccTLDs and do as many things in parallel as feasible. The preference was to conduct 1 PDP.

The Chair continued, to date, we have been informed on high-level steps, and timeline is still unclear.

ACTION 117-02:

Secretariat to provide detailed overview, including alternatives of one and two PDPs, taking into account the outcome of the Marrakech meeting. The overview will be available by the 12 May Council meeting.

Nigel Robert added he believes as many members of the framework and re delegation group, if they are still around, get them to produce this as quickly as possible.

The Chair expressed her agreement.

7 Discussion ICANN Transparency and closed meetings

The Chair noted this topic was deferred from the last meeting, and raised by Nigel Roberts.

Nigel Roberts said he was looking for some discussion and agreement. Article III of the ICANN Bylaws says that ICANN and its constituent bodies, shall operate in the maximum extent feasible and in a transparent manner. Then continued, the key is "maximum" feasible, not just what's reasonable. In the early days of ICANN, with the exception of the GAC which was not technically part of ICANN, all meetings were open. Now, when he looks at the agenda of an ICANN meeting, more and more meetings are being declared closed, including some the ccNSO. He noted, he has even seen on a few occasions, requests to leave the room. For the most part, he believes this is against the ICANN bylaws – we need to operate in the "sunlight". He agreed, there are some matters that justify confidentiality and excluding the public – examples include employee, contractual, ombudsman matters and legal advice, and if something is asked to be done in confidence. These are the exceptions, rather than the rule. He then noted, he believes

things like council and working groups, only those members of that particular council or working group are participants, so you wouldn't expect someone to who is not a member to stand up and join in the discussion – but he thinks all meetings have to be open to observers. This is not a choice, the bylaws require it.

He is suggested the Council set an example to the rest of the community and resolve to confirm that all meetings shall be open to observers unless there is a majority vote at the meeting that results to close because of confidential topics, and it should only be closed for the duration of the confidential item.

Becky Burr added she believes there is a lot of good sense in this and sometimes surprised some of the committee meetings are closed, but one question to chairs of the working groups, those that meetings on Sunday that are marked closed like the SOP, is there a reason for this, would hear the other side of this and what may be missing?

The Chair added it was mainly for logistical reasons – not all rooms are big enough to accommodate all that may wish to observe also, working group members wish to ensure focused discussion and not to be interrupted by people walking in and out – otherwise, she cannot think of any other reason to have closed meetings. Council prep meetings should remain closed, observers who have not been involved in the process may get the wrong perception on what is being discussed.

The Chair explained the ccNSO meetings are and have always been open, the discussion is regarding working group meetings, example SOP, GRC, etc.

Alejandra Reynoso noted in chat, closed meetings allows the opportunity for groups to discuss without interruption but not necessarily confidential.

The Chair noted there is general agreement there is not sufficient reason to have working group meetings closed – and rules of behavior should be in place.

Nigel Roberts added, there is a simple rule of behavior, if you are coming in to observe a working group meeting, you observe and "keep your mouth shut". He agreed some kind of general rules of politeness – if you are coming in to one of our meetings, you walk in and out quietly, you don't talk loudly and you don't try and "join in" – otherwise, meetings should be open.

Bart Boswinkel added there is an announcement of meetings, whether open or closed and we add a summary – would could this time, make them open to observers and explain the role of an observer.

Nigel Roberts expressed agreement with the proposal of adding "open to observers" to the summary, and noting what the role of the observers are. He then added, occasionally there will be some conversation that require confidentiality – and asked to pass the procedure he circulated to the Council.

- *It was decided this agenda item required a formal resolution and to be voted upon on the mailing list. There were no objections from those on the call. See mailing list*

RESOLUTION 117-02:

1. All face-to ¬ face ccNSO, ccNSO Council or ccNSO chartered Working group meetings shall be open to observers, unless a majority of the voting members present at the meeting resolve to close the meeting due to the confidential nature of the topic being dealt with.
If so, that part of the meeting shall only be closed to observers for the duration of the deliberations of the confidential item.

2. The ccNSO Guideline Review Committee is requested to update the relevant Guidelines accordingly, and submit them to Council for adoption.

3. The chair of the Council is requested to inform the chairs of the ccNSO chartered WG's of this Council decision.

Action 117-03:

Secretariat to circulate Nigel Roberts' paragraph as a formal Resolution to the Council list for approval.

8 IANA Stewardship transition and CCWG Accountability

8.1 Progress implementation

The Chair noted in the prep material that was emailed, there was a presentation with summary timeline ICANN prepared. As noted on the timeline, there are many things that need attention and there is not much time – it's seen very difficult, but hoping for the best. The Guideline Review Committee will have more detail, and have already had their first call where this was discussed and how to meet the deadlines. She noted the need to be ready to comment of bylaws. By 20 April 216, bylaws will be posted for 30 day public comment. There are items that are still unclear, example CSC charter – so far it's not known who will be working on this.

Becky Burr added, on the bylaws, those who working on the transition and accountability, recognize the timeline is short and the process has been a major undertaking. Hopefully, there will be opportunity to "call out" those places of particular attention for the ccNSO – all of the transition, and empowered community provision and PTI are being address in these bylaws, and although it is difficult, its critical to respond in the timeline.

Peter Vergote asked if there will be webinars or updates once the draft bylaws are posted for public.

Becky Burr noted, she suspects there will be webinars, seminars and the like.

Peter Vergote continued, if it is assumed that everything was translated correctly from the final recommendations into draft bylaws, the ultimate comments could be "it's good to go" – if this is the case, pages of comments are not required.

Becky Burr responded that there is likely some tweaks, because it's such a complicated path with many moving parts. It was asked in chat, "what is the likelihood of slippage", the lawyers are working very hard to get the draft out for public comment because there is little time if we want the transition to occur. Larry Strickling has been clear on when the bylaw provisions need to be in place and clear there is no wiggle room if the transition is to take place right after 30 September deadline.

No additional comments were made.

8.2 Change of scope/manage of ccNSO IANA Transition and Accountability Coordination Committee (ISTACC).
The Chair informed the Council, the group was established to facilitate information exchange from the ccNSO appointment members on different groups (ICG, CWG stewardship and CCWG Accountability), and informed the Chair/Vice chairs about developments. It was discussed with Byron Holland, and he believes there is no need to continue with the ISTACC in the same way they were shaped before. The idea is to close ISTACC and the formation of another group - another form of information exchange.

The Chair discussed closure of ISTACC, and Chair/Vice chairs, together with the secretariat, reach out to different groups and suggest an updated statement of purpose for this group – and to establish it in a new capacity

9 Annual Work Plan

The Chair began discussion on work plan – the Councilors received three representations of annual work plan in the prep material. There are 5 big blocks – policy and policy related work; outreach and engagement; transition and accountability; administration of the ccNSO Council and ccNSO and ICANN focused work. It was agreed, along with the vice chairs, on how the work load would be divided. The latest documents will be posted on the wiki, so the most recent version will always be available.

Because of audio issues, Bart Boswinkel will send an email to the list explaining the Gantt chart and Mind Map.

- *It was agreed this draft resolution would be discussed and voted upon online. See email list.*

RESOLUTION 117-03:
The ccNSO Council adopts the ccNSO 2016-2018 Work Plan and schedule and requests the secretariat to update the work plan monthly and in accordance with the ccNSO

Action 117-04:
The secretariat to circulate explanatory note on Gantt chart to Council list

Action 117-05:
Secretariat to initiate Council email vote on Work Plan

10 Council Updates

10.1 Chair update
The Chair provided an update on meeting B in June. At the end of the next year there would be further discussion on meeting B, to see how it evolves – but some changes are required for the upcoming meeting in Helsinki. There are 4 full days, block schedule planning – she is trying to reach out to the GAC and set up a meeting with them (to discuss survey they ran on ccTLDs and their relations with their respective governments and FOI implementation). The idea is to get the communities out of their silos, we have in silo meetings until 3pm then after 3pm, cross-community interaction. The ccNSO have submitted three topics of interest for our community: SO/AC accountability including survey results if

available; SOP agreed to run another discussion on operational side of ICANN planning; Lawyers: WHOIS accuracy and privacy discussion with lawyers from other constituencies. The Chair proposed the prep meeting on Monday and Council meeting on Thursday – further discussion on this can be done online.

Peter Van Roste asked in Adobe Chat, about keeping the Council meeting on Wednesday.

The Chair explained this is not possible as it would conflict with the cross-community work.

Peter Van Roste commented in Adobe Chat, the meetings B is actually a longer meeting.

The Chair replied that other meetings start on Saturday or Sunday, now we start on Monday.

10.2 Vice-Chair Update
No updates were noted.

10.3 Councilors Update
No updates were noted.

10.4 Regional Organizations Update
No updates were noted.

10.5 Staff Update
No updates were noted.

11 WG Updates

11.1 GRC (Guideline review committee) update (To be provided by Katrina)

11.2 CCWG Updates

- Use of country and territory names (Annebeth Lange, Paul Szyndler, written update)
- CWG on CCWG Principles (Becky Burr)
- CCWG Internet Governance (Young Eum Lee)

11.3 Program WG update (Katrina or Alejandra)

11.4 EPSRP WG

Work group updates, if any, will be provided online

13 Next meetings

- 12 May 2016, 19.00 UTC
- 16 June 2016, 11.00 UTC

14 AOB

15 Closure