

ATRT3
Plenary Call #03
20 February 2019 – 11:00 – 12:30 UTC

Review Team Members:

Pat Kane, Vanda Scartezini, Cheryl Langdon-Orr, Jaap Akkerhuis, Osvaldo Novoa, Ramet Khalili, Maarten Botterman, Sebastien Bachollet, Wolfgang Kleinwachter, Erica Varlese, Jacques Blanc, Daniel K. Nanghaka, Liu Yue, Demi Getschko, Michael Karanicolas

Apologies :

Observers:

Yang Hunyu, Avri Doria, Abdeldjalil Bachar Bong, Saba, Mera

ICANN Org:

Jean-Baptiste Deroulez, Brenda Brewer, Herb Wayne

These high-level notes are designed to help review team members navigate through the content of the call and are not meant to be a substitute for the recording or transcript, which are posted on the wiki at: <https://community.icann.org/x/lqAWBg>.

The ATRT3 undertook the following during this session:

1. Welcome, roll-call, Sol

There were no updates to Statements of Interest.

2. Face-to-Face Meeting #1 (First Substantive Meeting)

First Face-to-Face Meeting (considered first substantive meeting) was confirmed: **3-5 April 2019 in Los Angeles**. Patrick Kane invited all to review the [ICANN Travel Support Guidelines](#).

Action item: ICANN org to reach out to Constituency Travel to 1) confirm what the accommodation will be. 2) to follow-up on when email will be sent to review team.

- **Terms of Reference**

Patrick Kane provided an overview of terms of reference and the work needed ahead. He also asked for clarification whether the 60 days deadline set by the ICANN Board were calendar days or working days. ICANN org clarified that they are considered calendar days.

Action item: ICANN org to provide Terms of Reference template to the review team.

Action item: ICANN org to provide review team with ATRT1 and ATRT2 artefacts documents (Tor, Scope, Workplan) that were sent out to the ICANN Board.

- **Work Plan and Timeline**

Patrick Kane presented the ATRT3 timeline he had prepared, with when he estimates the review team to deliver its draft report and final report to the ICANN Board.

Action item: Review team to look at timeline provided by Patrick and send any questions via email. Item to be added on next plenary call agenda.

- **Working Methodologies**

Patrick Kane noted that he wants to ensure inclusion and fairness on how the review team will operate and invited all to remain open to all ideas.

Cheryl invited review team members to think already how they will intake/appreciate comments/criticism from the ICANN Community and how will the input be considered.

3. ICANN64: Informal Meeting Opportunity

Cheryl asked whether review team members wanted to step up to work proactively on exploring the timeline and project management details, the specifics of the scope; as it would be nice to have some high-level text that the review team can contemplate during its informal meeting in Kobe.

Action item: ICANN64 informal meeting - set up a doodle for times (one-hour block), on 11 and 12 March.

4. A.O.B.

Herb clarified his presence on the call, noting he is here as an observer and to learn about how the ATRT processes work and behave as a resource for any questions related to the Ombudsman. He noted that if the review team feels at any time that something would be more appropriate to be discussed in his absence, to not hesitate to ask him to step out of the meeting. He also invited review team members to meet with him in his office at ICANN64.

Cheryl asked review team how public the review team wanted its meetings to be, adding that she would prefer everything is made public, unless exceptional and specific justification is made for “in-camera session”.

Action item: Patrick/Cheryl to address transparency concerns on next plenary call, after any input from review team members on review team mailing list in the upcoming week.

Next meeting is scheduled on 27 February at 21:00 UTC.

Consensus reached on decisions/action items: **YES**