BRENDA BREWER:	Thank you, everyone. I'd like to welcome you all to ATRT3 review team plenary call number eight on the 10th of April 2019 at 11:00 UTC.
	Attending the call today is Cheryl, Demi, Erica, Jaap, Jacques, Liu, Osvaldo, Pat, [inaudible], Daniel, and Erica. From ICANN Org is Jennifer, Negar, Brenda. Observers joining us today, Herb Waye. We have apologies from Sébastien.
	I'd like to remind you that today's call is being recorded. Please state your name before speaking, and I'll turn the call over to Jennifer. Actually, I'll turn the call over to Cheryl and Pat. Thank you.
CHERYL LANGDON-ORR:	Thank you, Brenda. You can turn the call over to all sorts of people, but Pat and I will have a go at this one. With today's agenda, we start with the usual administrivia, and so the first thing I'd like to do is Pat and I would like to call for any statements of interest updates. Perhaps one or two of you have had a change of appointment in the couple of days since we've seen you. If so, you can let us know now and put a reference point in the chat. But it is an opportunity to remind you all that we operate under the rule of continuous disclosure. Your SOIs are not only expected to be lodged at the [outset of our] work but to be kept up to date, should you have to make a change in your statement of interest during the course of our work, and you have any difficulties in doing so, then staff will be more than happy to help you.

Not seeing anybody waving frantically to say that they've suddenly become retired or employed in any space and place, we will move on from the SOI updates and we will quickly ask, before I pass over to Pat, for a recap of our face-to-face meeting which you're all able to see in the Adobe Connect room, the slide on our agenda for today's meeting. Is there anyone who wishes to make a comment or a suggestion on changing the agenda in any way? Or anybody who has [inaudible] Any Other Business that they'd like to advance now so that we are aware of it, noting that we will call for Any Other Business again at the end of the call.

And after a few moments of silence, we can now move on into our agenda proper, having adopted the agenda, with a quick – notice the word Quick – recap of our face-to-face meeting. So with that, I'm going to take a sip of water and pass over to Pat. Over to you, Pat.

PATRICK KANE: Good morning, Cheryl. Good morning, everyone. Thank you. So, I think that last week was a good week. We of course went through the items that we wanted to focus on, prioritized those, we did some triage as far as what we thought we could achieve and get through, and started to take a look at detailing out the actual items with some smart goals wrapped around them as to what we wanted to achieve over this review.

We started to make good progress in terms of updating the terms of reference, and I think that that was successful. So there's still a lot of

questions as to what some of the things mean, but I think that at the end of the three days, it was good progress.

We did miss a few folks. I think it would have been good to have you all in the room, and hopefully, we'll have you in the room next time, because the interaction in the room was good with the whiteboards, and I know it was difficult for everyone to follow that was on the phone, so hopefully next time we can get together and get everyone engaged on at least updating some of those items.

I do see that we've got some work being done specifically in the GAC group. Vanda, thank you very much for getting the ball rolling on the post-discussions in terms of where we are in dividing up work and taking a look at that, and then I think the last thing I would add about last week, again, Cheryl, to your use of the word "quick," is that we made some progress in terms of the workplan going forward. Now, there's still a lot of work to be done in that area, but I think that once we get the individual work parties moving and breaking down what we're going to track and work on over the course of the year, I think that will fall into place from there.

Cheryl, anything that I missed?

CHERYL LANGDON-ORR: Thank you, Pat. No, I think we could perhaps ask if there's anything anyone on the call, particularly those who may have been disadvantaged by remote participation, wanted us to recap or drill down on. So we might take a moment to open a queue and see if there's any discussion or interaction.

Looks like we've got [silence,] which is fine. Just noting for the record that Tola and Geoff Huston have joined since the roll call was done. So welcome, gentlemen, and with that, we'll declare our rough recap of our face-to-face over and done with, and we'll move to a matter of fairly standard business, and that's the review of action items. But this time, we're doing it [inaudible] date. So I'm hoping that in fact, there is a list that Jennifer and Negar will have magically produced if indeed we have outstanding action items. Thank you, Jennifer. Like magic, it appears.

It's wonderful to have someone obviously poised as if there was a script that we were running. With our open actions and requests, we should note the following: the work in progress is obviously including our team building out of the terms of reference, and our fleshing out of that reference document with a considerable part of our face-to-face work. And I think certainly from my point of view, our anticipated completion date as stated in this document of April 26 seems achievable and reasonable. But considering that each and every one of the work parties are part of that workflow, it would be wise of us to make a note in our personal calendars that that Milestone is looming. So 26th of April is when we are intending to have our terms of reference filled out with objectives for each of the Work Streams or work parties now well established, obviously in draft form, subject to finalization, consensus and approval, and of course, we then trust that it will be the document that goes to the boar by early June, if not earlier.

The next item on our open things is our team to work with staff to develop the PowerPoint presentation as a resource piece, as an engagement and interaction methodology, so we're all talking from the same talking points and there is some uniformity in how we approach

things jointly and severally. This is an action item that came out of our face-to-face meeting. The anticipated completion date of that is May 31, and if anyone has earlier need, then please do just let us know. Obviously, we're looking primarily at being prepared for our interactions with ICANN community during the Marrakech meeting I'll miss but some of you may in fact be interacting with your communities or your sectors of ICANN which have promoted you to be representative on the review team table, or some sort of outreach beyond that.

So if you do have a need for such a resource and 31 May is too far down the track, please let us know so that we can shuffle the order here and put a higher priority on the development of this resource. Are there any questions on that?

If not, we'll move to our next agenda item, and this is the one that we're relying on staff to do. I and Pat have absolute faith that staff will make this magic happen. I think 12th of April is pretty impressive, but there you go, [inaudible] so we can but believe. And that is the update of the Wiki spaces with all of the various pages and subpages that we discussed as development out of our Los Angeles work and linking to various resources, community pages, landing pages, etc.

So it's our primary place and space for collaboration and the go-to place for how we would find any of our documents. But of course, this is also the public-facing space, so it needs to be properly and efficiently organized. So at our meeting on or about – I think we were meeting on the 15th and 16th – wherever our week meeting is, it might be a good idea for us to also take a few minutes in our agenda for all of us to look through this Wiki place and space so that we are all individually

[inaudible] yet we as a resource. Next item is the exercise that we went through on face to face meeting, we had that particular item F and we got that marked down for a visit to have our work party – we're dealing with this as a planetary matter and we will be picking that up for an anticipation completion date – and that is to revisit not to complete the work – by May 15. So that is an item that we will be working on in our post-26 of April meeting, and bringing that through to the plenary – a couple of meetings we will be carrying at the end of April and the beginning of May.

Another item here which is going to be finished posthaste is the one where staff is asking the Meetings team to provide any blackout dates when we cannot in all reason request face to face meetings. We are running that through all the way through to the end of the calendar year. I would suggest we probably needed to edit this action item, however staff if memory serves, we did mention that we would look at the beginning of the 2020 calendar year.

Pat, what have I mucked up? Over to you.

PATRICK KANE: Thank you, Cherly. Nothing that you mucked up. The one thing I wanted to add on the item number F which is the independent review process, we asked for a briefing from David McCauley on that process and I was just wondering since we're on that topic what would be the best date for us to do that so I can get it scheduled.

CHERYL LANGDON-ORR:	Thanks for that Pat. I would think that if we get material to the review team in the last week of April, then we could look at having a briefing in our meeting in the first week of May.
PATRICK KANE:	Okay. I'll get that done.
CHERYL LANGDON-ORR:	Terrific. So for those of you who want to look forward to the release dates of these thrill-packed and exciting parts of our adventure, note that as a date. You're going to be learning an awful lot about the independent review process. It is in fact a very rewarding thing to learn a lot more about. I'm assuming your hand is going down, Pat, so I'm going to ignore it until you tell me otherwise. The next points other than modifying item number 46 to include the beginning of the 2012 calendar year as well. We have the creation of the leadership team Skype channel with that e-mail list for party leaders. I don't know that it's done yet, but if not, it will be posthaste. I do note that in the documentation that's been managed recently, there is one leader who has been asked to step up and serve as a co-lead, but Pat and I have not had confirmation from that person. I think it would be appropriate for us to follow up on that and just make sure that person is still willing to serve. Everyone else has stepped up and we appreciate you all doing so. We're just as happy to be putting it into the Skype channel, an e-mail list etc.

Next one is the blog and we will be using blogs from time to time just as we'll be using dashboards and report cards etc. and the blog is going to be an important kickstart for the community to know what we are doing and why they should be interested in getting organized to interact with us. I'm going to ask staff now. We've got the completion date of April 15 based on our debrief exercise at the end of our face to face meeting. Jennifer, Negar, are we still on track for that? Over to you.

JENNIFER BRYCE: Thanks, Cheryl. So in terms of the draft, the 15th of April, we'll be fine. Obviously, it's not going to be published on that date because it needs [inaudible] publication process but that's when we expect to get the draft [inaudible].

CHERYL LANGDON-ORR: Thank you very much. That'll be going to the full plenary, I'm assuming, so we can all see what is going to be blogged out in our name. Thanks for that. If you want Pat and I to have a look at an early draft, obviously we are at your beck and call, but I would suggest we could probably go so far – assuming that the Skype channel for the leadership team will be set up by that stage – that you might utilize that early drafting through that as well. So we get the feedback from the work party leads to make sure what was said about their activities has been appropriately and accurately captured.

With that we certainly have seen several other items here to do with publication. That is the terms of reference publication that will be May. Review of the Work Stream 2 process and recommendations as well as a

review of anything that we believe is going to have a clear nexus and relationship to our activities. And obviously, we will need to look at where they get assigned within the four work parties, or of course we can, as we are with the independent review process, we can deal with them as a as a whole plenary as well. I might do some edits. I'll reload the page in a minute. I think I know what they said it is going to be. Meetings team's looking at costings some meetings, including China, and I would suggest that should also be edited to say China and the APAC region because we did specifically want to look at if the impost on cost for a meeting in China was too high, then at least we should not disadvantage those who would find it easier for visa and other reasons to be more in the APAC space and we're going to ask if the APAC office [inaudible] a bit of an advise there as well.

I don't care whether it's an adjunct to item 37 or a separate item, but that one also needs a little bit of a modification. The follow up with ICANN Org staff to provide information on expectation timeline for Work Stream 2 implementation. The review team's obviously going to be – the review working party review process working part's obviously keen on that, as is the whole of the review team, I'm sure. We're looking toward mid-April on there, April 17, [key talking points and] questions to the community. That is one that we will be looking at in detail in next week's call.

So not only is this an action item that is now open until 15th of May. Pat may not be keen on sending you all homework anymore, but I'm pretty happy to do so. Your homework today for next week's call is to jot down some key talking points and questions that we can discuss for use in our community engagement as we as we plan that work. And Lucky last –

thank heavens. It's going to be good when there's more of these completed than incomplete – is the one where we're doing the Doodle poll with possible face to face meetings. That of course has a precursor where we need to know those blackout dates as well. 12th of April is the expected date there. I'm suspicious that that may shift a bit. Staff, am I correct in that assumption that we might need to expect that to be slightly later in April now?

JENNIFER BRYCE: Yes, I think we're a little ambitious with that one, Cheryl. Thank you. We'll push it back a little bit.

CHERYL LANGDON-ORR: Terrific. I'd rather edit the document now and everyone know it's being pushed back than someone look at the documents and go, "But it's April 13th. Boo hoo." Okay, so with that I don't think there's any benefit from going through the complete action items and requests. You all have that in front of you. It will be an ever growing –and it is already a large list. But do keep a [inaudible] eye on all of that as a general audit of where we're up to and what's going on.

There seems to be a lot of work that we're poised to take the next step on. But ladies and gentlemen, I think you should also note that we are well positioned where we are immediately after our first substantive call when we've had face to face meeting. These action items, many of which have come out of the face to face meeting, and all of which have short anticipated completion dates, are simply a product of good activity, so well done to you all.

So with that, I'm going to ask Pat to manage the next agenda item, which is reviewing resource requests. I'm expecting the leadership from each of the work parties to have something to say in this next section of our agenda. You can just form yourselves into an orderly queue. But we certainly are aware of some of the review resource requests from the government work party, the GAC work party I should say. Perhaps they might be the first cab off the rank, Pat, but that's totally over to you.

PATRICK KANE: Thank you Cheryl. One quick item. Typing in. So staff, do we have a centralized document for the resources request? Are they contained within each of the work party documents still?

JENNIFER BRYCE: They're still in each of the work party documents. We've set up a Wiki page which I have just posted the link into the chat there. At the moment it's just a template, but we're hoping that we can use this page as a centralized resource until those resource requests from each of the Work Stream item document.

PATRICK KANE: Okay.

JENNIFER BRYCE: If that works for the team. Obviously, we're open to suggestions and ideas.

PATRICK KANE: Thank you, Jennifer. I'm just looking at the page right now. I think that looks great because that keeps track of what we've asked for and whether we have it or not. The only thing that we might add there is a disposition date as to when we need it by.

JENNIFER BRYCE: Okay. Noted. Thank you.

PATRICK KANE: And since we haven't got this filled out, if we could go through each of the work parties and see if we've got a finalized list, then I'd start to throw it out to everybody on the fly. But if we could go through each of the work parties and just kind of comment on whether we have a full list, whether we need to add more to the list or what is the status of the resource requests. So if we could kind of go through – and do we have GAC work party leadership on today? Yes, Cheryl.

CHERYL LANGDON-ORR: Thanks Pat. I know Liu is here but I don't see Vanda. [inaudible] work was borne out of the face to face meeting whether we could tap into [Jaap's] collective memory banks as well. I do remember seeing a list that was prepared by this work party and I'm pretty sure staff has got that somewhere as well. Perhaps if Jacques could step up or a staff could step up, just because there was a couple of things I I'm pretty sure I read that they had requested and that may inspire the others as well. Thanks.

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JACQUES BLANC: Can you hear me?

CHERYL LANGDON-ORR: Yes. Go ahead, Jacques.

JACQUES BLANC: Oh okay. I was not sure. Yes. So at the moment the GAC group is still in the process of collecting information. As you might have seen through the exchanges, most of the firsthand information we need seems to be online, and that's one of the things we will have to assess, by the way, because our own journey to find information is going to be important in our assessment of availability of the information. Then as far as having resources in terms of meeting with the relevant members of the GAC and the board is concerned, we haven't yet tapped into our internal resources. That's something that we still do have to do. So we're sure that between Vanda, Wolfgang and the people we might network [in, we can lead] the right people. The only doubts we do have – and that's something we have to take care about – is are we going to be able to do this soon enough so maybe we can start something rolling in Marrakesh while everybody is there?

PATRICK KANE: Thank you, Jacques. And then on board the board, we had – do we have an update from the board work party? I don't see anyone.

CHERYL LANGDON-ORR: Go ahead, Osvaldo. Yeah, Osvaldo's got his hand up now.

OSVALDO NOVOA: Yes. Although I wasn't present at the last day, Sébastien prepared a document that's in our page and there is detail on the requested information we are going to analyze regarding the board. I don't know if you want me to go over the document that Sébastien prepared, or is it enough that the document is called ATRT scope exercise, and the first one is the board [and there is the] document that Sébastien prepared. There are some interviews and documentation [principally] from ICANN that we would need.

                        Do you want me to go over it?

PATRICK KANE: Yes please.

OSVALDO NOVOA: Okay. Regarding more effectiveness and efficiency, we would like to go over the criteria time inclusiveness and diversity, go over ATRT2 recommendations, [WS2] to avoid avoid duplication, and any interviews with [of course León,] Tijani and Mathieu. Then to look at the 360 and self-assessment of the board. And then afterwards, we would see if there are other inputs we would need. Regarding board composition, we would like to see the last review of the board. The evolution in the last time in the less dates of the years of the composition of the board, the different selection process, the board and the GNSO [inaudible] ccNSO and At-Large. We would like to get documentation of each

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election process. And the NomCom, excuse me. And then to see the competition between elected and versus nominated members who are [inaudible] in the group. Regarding finance, what is the prioritization process in ICANN for the different projects? Do ICANN have a prioritization process? And then the final process in order to look at the long term financial stability. Then in strategy, description of the process in ICANN how they would determine the strategy of the company, how implementation of the strategy is done, and then feedback from the last strategic plan how it came out. And then what are the transparency mechanism regarding transparency mechanism and checks and balance accountability to the community. What is the action in the current ICANN Organization, the relationship between the empowered community, the board and the staff, and if there is an annual report similar to the one that was presented to the NTIA. Then when we would like to go [over ATRT2 metrics, and then to see the board appeal mechanisms, if they are [inaudible] for the needs of the community. We'll look at the board organization [inaudible] considerations to analyze how the board is organized. That would be the points we would like to go over.

PATRICK KANE: Thank you, Osvaldo. Very helpful. Alright, do we have an update from the community team or work party?

CHERYL LANGDON-ORR: You skipped reviews.

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PATRICK KANE: I'm just going by what I wrote down. I apologize, Cheryl. So let me go back to reviews. Anybody from the reviews team? Daniel.

DANIEL NANGHAKA: Can you hear me?

BRENDA BREWER: Yes, we hear you.

CHERYL LANGDON-ORR: Yes, we can, Daniel.

DANIEL NANGHAKA: Okay. [inaudible]

CHERYL LANGDON-ORR: Daniel, can we ask that you and KC look over the discussion and work documentation that you generated with your work party activities and the thinking that that you had in the Los Angeles meeting? And whilst it's fairly predictable that you would want to see the implementation report for example from the various review teams that were looked at in the work that the ATRT2 did, you've got a date obviously where the staff-prepared document is expected in mid-April on the ATRT2 implementation. But I guess we could predict that you will also want to have access to some of the primary source material as well if you want to look at material that is not just as ATRT2 reviewed it and their recommendations but also look at other reviews, which I thought was

part of your thinking, it would be enormously helpful if we could all know and so staff could start getting the ball rolling on whatever discovery. As is the case with the GAC work party, much of it may very well be simply discovered online. But even if it is a simple online discovery, we still need to list it. But if there's anything – and there may very well be in your group something that needs to be requested specifically from ICANN Org, that would be helpful to know sooner rather than later. So if you can take that as a as a bit of an action item back to your work party that'd be great. And I guess Pat, as you're about to move to community, save me the time, everything I just said to reviews, I think we could also retreat to the community as well with Erica and Michael. Thank you.

PATRICK KANE: Thanks Cheryl. I appreciate that. And the last group of course is community. And I know that Jaap, you were you were standing in the room. We appreciate that. But if we have an update from Michael or Erica, that would be helpful. Thank you.

MICHAEL KARANICOLAS: HI. Erica and myself, [neither of us were] in L.A. So we're playing catch up a little bit. I don't have a whole lot to go over at the moment. We obviously, as we saw the documents that Daniel sends around regarding an initial list of areas to look into, I brought up on one of the calls. And at the moment I guess that the next step is just to reconnect with the group and try to finalize that into a proper scope of work and avenue forward for discussing this forward and for examination. But personally

I'm still playing catch up a little bit in terms of what was discussed, and so we probably have a [bit of] work to do to get to it to get to a point where we've got a firm path forward. Erica, did you have anything you wanted to add?

ERICA VARLESE: Thanks Michael. I actually think that covers it for me as well. I think not being face to face, I wasn't sure if there was anything else that was going to come out of the meetings, and I know we're just kind of catching up on everything else that's happening. So I know we have this scoping document, but I think from there we'll probably touch base this week to kind of finalize that and see what else we need to do.

PATRICK KANE: Thanks Michael and thanks Erica. So I think that completes that particular item on the agenda.

CHERYL LANGDON-ORR: Just to quickly hop in for Michael and Erical, Michael in particular because under this catchall heading as community is going to be, we predict, a number of issues specific to some of the transparency questions that you've raised in the past. I was hoping that in the next week or so, if you and Erica could think about any specific discovery requests again, any requests for documentation or access to particular resources, just predicting that some of those that your group may request may take a little bit of time to extricate from ICANN Org. The earlier we get those, the longer we have to wrangle with the data once

it's actually discovered and captured. That's just a gentle reminder that we have the prior planning etc. [inaudible] now and there's the opportunity for things to be asked for sooner rather than later.

So I think we've kind of got that one through, which brings us to our next agenda item which is the informal mechanisms, the work party communication. In other words, people, how your work parties are going to operate. This is an open discussion now. Obviously, we're going to have some suggestions and we prefer certain parameters to be established sooner rather than later.

The one thing that we have already agreed upon that we wish to confirm again at this meeting, and that is that we will not be setting up separate e-mail lists under work party headings, but rather, we will encourage formal communications – requests, reports etc. – to be managed through the plenary, through the full list so that everyone has no excuse for not being aware of and kept up to date of the activities of the other parties. But obviously, we recognize that each and every one of the work parties is probably going to want to do a lot of work amongst themselves, and so we wanted to discuss with you the details and the planning for all of that.

With that, talk to us. We could predict that you will have for example work party-based Skype or Slack channels. If so, let's make it so. How do you want to work on this? Do you want to have some of your work parties want to organize Zoom calls? Do you want to put a call schedule together? How informal or formal do you want to make your working world?

Or is it too early to extract this information from you and you'll all have a fully fleshed out plan for us for next week's meeting? Just let us know. Pat, I've silenced them. Do you want to see if you can knock some information out of them?

PATRICK KANE: Thanks, Cheryl. I'm sure I would say the exact same thing, but to the point, if we haven't fully fleshed out or thought through that, because I know that we've just gotten back from last week, why don't we make that a topic for next week's call? A specific agenda item for that again for next week. Let's put some thought to that this week.

CHERYL LANGDON-ORR: Thanks, Pat. You're far too kind. So there's two pieces of homework, ladies and gentlemen. [Do, I think,] assume that it would be useful for you all to at least have a Skype channel. So I would encourage you. I mean if you're a devotee to Slack or some other form, just let us know and we will set that up. But Pat and I would prefer that staff to set that up for you. So there is some knowledge about who's doing what and how, and do remember that Pat and I have the joy and privilege of being copied in and acting ex officio in all of your work parties. [So add us in as well.]

So unless you want staff to not set up a Skype channel for the members as listed under work party headings, then let's assume that that's something that we will do, but you will need to flesh out your planning a little more for next week's deliberations and our edification. If any of you have a particular passion for another form of informal

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communication, then please do let us know however, because we're not trying to be prescriptive with a tool choice. Just effective and efficient. Okay. I see nobody's hands up. Anything more on that? We're zooming through the agenda here. How efficient of us. My heavens. [inaudible]. Who knows?

Let's go to our next agenda item, which is our timelines. Next steps. And that includes mechanisms of reporting to the plenary. You will see that dates will come upon your timelines from a number of sources. Some of them will be open action items. Some will be your own work party timelines or workplan. Some of them are from our overall timeline, and several of those are mandated. In other words, as of the closing of our face to face meeting, there is a 60-day period by which we have to have our Terms of Reference and scoping documents, etc., in the hands of the ICANN board. We have 12 months past that date before we have to finalize our work and have our final report, again in the hands of the ICANN board.

So there are some timelines that you're not negotiable, but we do now need to, as you have as much autonomy as we can possibly manage for each of the work parties to ensure that your individual work party timelines makes sense and are complementary to the overall timelines and requirements for progress for the whole review team. We did make some mentioning early on in our face to face meeting on the engagements and outreach activities that we felt it was important that if one has some form of engagement with your community, with the wider community, with the local Lions Club, whatever, that each and every one of us would be undertaking to report back on that in the following week from the activity.

More importantly, unless someone did actually just grab us as we were getting into the lift one day and said, "Step into this room and make this pitch and presentation on what the ATRT3 is doing," that wherever possible, we should also have noted in at least a week if not more prior to any such activity, that it's mentioned in the plenary so we have a tracking of outreach and engagement activities that may go on. And obviously the easiest time that's going to happen is if we very formally do it with the ACs and the SOs as we are planning for in Marrakech. So that's a big-picture, rough sand sketch of what we would like to do. But there's a lot more details that need to go into that. So, Pat, what have I missed? What else do we need to ask? And let's also open the queue after you to tidy up all of the word salad that I just went through. Thanks.

PATRICK KANE: Thank you, Cheryl. Jennifer has posted the link in chat for everyone to take a look at the work plan. I think the only thing that we need to make the determination is what is our target date and we can do this through further discussion and take a look at where we are in the next couple of weeks, as well as our target date to have a near final document that we are reviewing, we're doing last reviews as a team before we send the terms of reference to the board which is scheduled to be June 5tzh on this particular calendar. That's the only outstanding item I see there. I don't think we need to pick a date today, but over the next couple of weeks, we need to probably look at something that's in the middle of May or towards the end of May. Does that work for everyone? Or if there's any objections, please either raise your hand or put something in the chat.

DANIEL NANGHAKA: [inaudible].

PATRICK KANE: Thank you, Daniel. Alright, then with that, I guess we can move to all other business or any other business. Yes, Brenda.

BRENDA BREWER: Hi everyone. I have a big announcement concerning our plenary meetings. We're going to be moving to Zoom as of next Wednesday. The calendar invites will be going out today, and you will see that Zoom link for our meetings. So I do suggest that you try to log in 15, 20 minutes early next week. The call will be at 21:00 UTC. Just to make sure your plug ins are working, we can test your audio before the call gets started. So here we go. We're going to use Zoom. That's all I got. Thanks, Pat.

PATRICK KANE: Thank you, Brenda. And then anything else, anyone?

CHERYL LANGDON-ORR: I did a meeting in Zoom format –but I do lots of meetings in Zoom format, but an ICANN meeting in Zoom format earlier today. One of the things we did note, and hopefully Jennifer, Negar, Brenda might be able to look into this is that the order of the hands raised, it certainly wasn't obvious to the chair of that meeting. Now, whether the chair of the

meeting should have been set as a presenter to have that feature, I'm not sure. But we really need to look at the hand queuing. I mean I like Zoom, I don't have a problem with Zoom. I'll work whatever tool is the flavor of the month or the day. But I do think that the ability to know who – especially for the larger plenary work – put their hand up in what order is a valuable asset. So if there – and I thought there was – a way for that to happen, maybe making sure that whoever is chairing the call has to have a particular classification, let's just double check that. We can experiment a bit with that when we get to the call about 15 or 20 minutes early next week, which is an excellent plan.

The other thing that I think we'd all benefit from is if we all have a bit of a practice on how we sort out the real estate on our screens. Zoom doesn't have the same pod setup as Adobe Connect and other systems. We won't be using video. As a matter of course, the use of video would be exceptional, not normal in the ICANN context as I understand it. But we do need to work out where it's best for you to have your chat, and if you're going to use features like raising your hand, it means you by definition have to have a particular pod, which is the attendees pod, open. So that takes up real estate and you need to work out where you want to put it and how it should be on your screen, especially if like me, you intend to open links and look at things that would be perhaps on the Wiki or a Wiki page on a browser or separate part of your screen.

So all change is good. In this case, I think we will benefit, but there will be a certain amount of learning required with the new tool. So what I've seen now happened as we've had our discussion is there's confirmation that Tola looking at the Google doc, and where the leaders are listed, which is good, Tola. It would be really good that you get fully engaged

as soon as possible. You were sorely missed at the Los Angeles meeting, and to that end, of course, we're going to make sure that your fully engaged to the best of your ability during the Marrakech meeting as well. Brenda, have you got something more to talk to me about Zoom? And I'm hoping you're also going to be in a position to confirm this specific date in UTC time, next week's call for everyone, noting that of course the invitation, as you said, will be going out shortly.

BRENDA BREWER: Thank you Cheryl. I just wanted to address a couple of your concerns regarding Zoom. The first one is the raised hand issue. Zoom is aware of the requirements that ICANN is used to. They don't currently have a fix for showing the order of raised hands. So hopefully that's something that they can fix in the future. We have certainly communicated that to Zoom, that that's something we prefer to have available. So we'll do our best to keep order as we're watching the screen if that will be helpful, but right now that's how it is. You just will see raised hands when you're logged into the participants.

And I'll be happy to go over a few of the items briefly next Wednesday on the plenary call just so people can bring up the participant window and the chat window, which are easy to find once you're told where they are. They don't automatically pop up.

And the other item I just kind of addressed as well is the learning curve. So we're all going to be on a learning curve with Zoom. So yeah, it would be nice to just learn the new tool and work with it.

And then you wanted me to confirm next week's meeting. I'm happy to do that. Just give me one quick second. Next week meeting is on Wednesday April 17th at 21:00 UTC, and you will receive your calendar invites today. Thank you.

CHERYL LANGDON-ORR: Excellent. Thank you very much for that. I'm somewhat saddened that the hand issue is still an issue. Oh well, live in hope, die in despair. But I guess obviously staff can also assistance in using a back channel to remind us who's in what order, and that just reminds me to let everyone know that, yes in Zoom you can also conduct a private chat. Yu can chat to everybody, you can chat to the presenters, you can check to the hosts only, or you can chat with an individual privately, which is great, excepting in Zoom, just so you know, the default is so for example if I've chatted with Brenda saying, can you can you silence a particularly noisy line for example, Brenda will go off and do that as she efficiency does, and so I've selected Brenda, chatted privately with her. Come back into the call and I am now wanting to chat to everybody so I selected everybody. If I go look next time I type in the chat to make sure that it is still selected for everybody even though I've already selected for everybody. If Brenda types back "done," then the system will in fact just have me and Brenda back in private chat.

So it is perfectly possible for you to misposition chat, so things that you intend to go to the whole group can end up in private chats because the person you were privately chatting with has replied to you, and it stays in the last interaction rather than your selection. That can have some very interesting and not always good outcomes, of course, so you all

need to be aware of that. But do of course be patient with, as Brenda said, the learning curve as well as the opportunity.

Pat, I can't see that we've missed anything other than reviewing any of the action items and decisions reached you'll see on the discussion notes. Oh, and by the way, that's the other thing, isn't it Brenda?. I believe things like capturing action items and notes will have to be done in an external source, is that the case? Not within Zoom itself.

BRENDA BREWER: That's partially true. I'm going to be testing out another feature today called captioning where we can type in action items. I believe that would be another window that would have to be opened separately for people to view, so I'll test that out, and if not, at the end of the call we can add action items to the chat screen. As Jennifer is populating them on her own source, then we can populate them at the end of the meeting when she goes through the action items.

CHERYL LANGDON-ORR: Okay thanks for that. As I say I agree with you it's all part of a learning curve, but if for example you're someone who likes to track the developing notes and action items, that may be another window you need open whether it's in Zoom or external. And we will sort this out and it will take a little bit of time. Alright, with that, let's hope that everything works well [as we move] to Zoom.

I know Vanda has joined the call, and regret deeply, Pat and I are most concerned that there are health problems for you to be managing, be

that family or personal, and so we deeply appreciate that you've managed to join our call. But it looks to Pat and I that today's call will be short. his is not a 60-minute call that's going over. This is a 90-minute call that's running short, so yay us. This may not happen in the future, of course.

Vanda, obviously you'll review the recording of this call. And of course, Zoom calls will also be recorded, so that aspect of our work won't particularly change. With that, unless anyone else has any any other business, we'll just quickly go through what are our decisions reached and hear the action items listed as follows.

Pat to arrange a briefing of the independent review process which is our scope item F from David McAuley for the review team meeting in the first week of May.

All work parties to think about preferred mechanisms for communication. There is a call next week, so this will be an agenda item next week.

Staff is available to support in setting up preferred channels. And there, I would expand that slightly to say, and they will set up Skype channel for each work party. So unless you hear otherwise and have a request for a Slack alternative or something else, let's at least get the Skype ones set up there. Thanks very much for that.

Finally, the work parties to build out their timelines on their work plan with the target date finalized [with the same] date as currently [inaudible] May, recognizing that we need to have our macro

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documents in the hands of the board by early June. June 5 I believe is the date.

So with that I'm delighted to see Vanda's note that it is in fact minor problems that held her up today. That is good news indeed. But regardless, we all wish you and yours the very best on whatever it is that's challenging you. I also just want to thank everyone who joined the call. Many of you have [inaudible] cleared your desk. The pile probably was there having been travelling and in Los Angeles for three days. And particularly appreciate those of you who've stepped up to leadership. On that, leaders, please do remember that now you've stepped up to leadership in your work party, [So Vanda, this obviously includes you as well,] that you as leaders, one or other, but preferably both, are requested to join Pat and I in our weekly leadership synchronization call which occurs on Monday. And I think 20:00 or 21:00, I'm not sure. We'll get it confirmed in the chat.

If Brenda or Jennifer can just double check each week, that is where we finalized the agenda for the upcoming weekly plenary call and we will in the future keep a [weather] eye and overarching or overwatch view on what's happening with the work parties. So if you are a leader in a work party, expect to get a second invitation, a calendar invitation again. I'm assuming we will be using Zoom, and you will be talking to us on Monday. If both of you can't make it, then please send some form of update and a request for how much time you believe your work party will specifically need on the agenda in advance of that call. Pat, have I missed anything?

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PATRICK KANE: I do not believe so, Cheryl. Thank you.

CHERYL LANGDON-ORR: In which case, do you want to [wrap it, seeing as I started it?] You can close out the call, my friend. Thank you everybody.

PATRICK KANE: You're giving me all the hard parts today, Cheryl. So we'll talk to you all in a week, and next Wednesday, and then Monday of course we'll have the call Cheryl pointed out with the leadership team. Please join if you can, and have a great week. Thanks.

CHERYL LANGDON-ORR: Thanks everyone, and bye for now.

JENNIFER BRYCE: Thanks, everyone. Bye.

[END OF TRANSCRIPTION]