UA EAI Working Group Meeting
27 August 2019

Attendees
1. Cheryl Langdon-Orr
2. Kevin Wein
3. Mark Svancarek
4. Nitin Walia
5. Vitalii Senusi
6. Zied Bouziri
7. Sarmad Hussain

Agenda

>> Before the Meeting <<
Bookmark the EAI WG wiki page   https://community.icann.org/display/TUA/UA-EAI+WG
Review the notes from last meeting
Review of the charter draft

>>> During the Meeting <<<
- Complete work on the Charter
- Discuss addition of face to face meeting provision in the charter with UASG leaders
- Discussion: how to develop consensus on what software should be tackled and in what order
- Create agenda and action items for next meeting.

Meeting Notes

EAI WG Charter and Face to Face Meeting
The discussion started on the charter. On an inquiry, it was noted that once the working group has finalized the contents of the charter, it will be presented to the UASG leadership team for approval and posting at the UASG website.

The provision of adding face to face meeting was discussed. It was noted that travel to ICANN meetings will be limited to possibly WG chair to update the community on the work, but there is a provision to hold one face to face meeting of the WG for 2-3 days, if needed. This is noted in the FY20 action plan. As charters are enduring documents, it is not necessary to include it in the charter. The members agreed to leave this detail to the UASG leadership, as it may impact the templates for all the WGs.

The working group finalized the charter and agreed to send it to the UASG leadership for approval.

What Software Should be Tackled
The members were apprised that for the developing a list of software, UA technology WG and UA measurement WG have started contributing to a common document. UA EAI WG

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visit/ www.uasg.tech /
email/ info@uasg.com /

may also contribute directly to this document for adding details around email tools and services. The link to this document will be added to the EAI wiki page.

The WG members should also look at the that the work done earlier (captured in UASG021A).

Moving forward, it was suggested that it will be useful to identify a set of tools which can help deploy EAI support immediately. Training materials can be developed using these tools to support deployment. As a second step, it will be useful to identify the popular tools which do not support EAI and the WG may work on addressing their gaps. Finally, a holistic list should be developed and prioritized for longer term work.

It was suggested that an inventory of these tools and services already exists. It should be used and updated to develop three sets:

1. Tools and services which already support EAI
2. Tools and services which do not work but should me prioritized
3. Remaining tools and services which do not work

It was suggested that the members should contribute to the common document at https://docs.google.com/document/d/1-mRhBNetSKkQ3dc_ivQRU0YsrbBVkir9eB1nWwM0rSk/edit?pli=1. Further, as part of the inventory, the WG should also develop a list of contacts, so that the WG can reach out to the relevant stakeholders. In addition it was suggest to review UASG021A on evaluation and tools. This work still does not indicate how compliant they are for EAI. A follow up study has been recently completed and closed comments and will be published at UASG.tech shortly. This study undertakes a prototype evaluation of three systems for purposes of estimation. The members were also asked to review these documents.

Working Group Chairs
The members were asked if they would like to volunteer themselves for the chair position(s). It was suggested that the volunteers should share their intention in two weeks. The WG will develop a consensus to recommend candidates to UASG leadership.

Action Items

No.	Action Item	Owner
1	Share the finalized WG charter with UASG leadership for review and approval	Sarmad Hussain
2	Contribute to the scope of UA Readiness document at https://docs.google.com/document/d/1-mRhBNetSKkQ3dc_ivQRU0YsrbBVkir9eB1nWwM0rSk/edit?pli=1	All
3	Read the UASG021A on evaluation and tools	All
4	Read UASG012B, currently being published – shared at wiki	All
5	Share intention to volunteer for the chair of UA EAI WG	All

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