Universal Acceptance

UA EAI Working Group Meeting
28 November 2023

Attendees

Mark Svancarek
Jim DeLaHunt
Kunle Olorundare
Lavish Mawuena Mensah

Ece Cetin
Seda Akbulut
Yin May Oo

Meeting Agenda:

1. Welcome and roll call
2. Developing a 5-year action plan for EAI WG to achieve the UASG's 5-year strategic plan [discuss offline on mailing list]
3. Draft an SOW for FY24 Action Item E2.1 (Make it easier to experiment with a self-hosted working EAI systems) [Would there be COI issues?]
   a. EAI Self-Certification Score Generator to go along with the SOW (completed spreadsheet)
4. How could the WG help for the upcoming UA-Day
5. AOB (Next meeting time: 1500 UTC)

Meeting recording: Link; password rU!u6XUmPq

Meeting Notes

The meeting started by Mark, the chair of the UA-EAI WG.

Mark recapped briefly about the previous week's meeting, which was about the 5-year Action Plan for the WG, and also the 5-year Strategic Plan of UASG. Mark shared that he attended the UA-Coordination meeting in the previous week, however, there was no time to discuss this planning topic. In the meantime, Mark suggested WG work on the planning ahead of UASG.

Seda shared that the coordination group allowed more days for the whole group to address each comment. Seda would share a quick update while WG is planning the key priorities of the Action Plan, and discuss the comments within the WG-level while the UA-Coordination WG is working on the responses. Seda explained using Jim's comment and suggestion on business perspectives.

Agenda#2: Developing 5-year action plan for EAI WG to achieve the UASG's 5-year strategic plan

Mark started talking about the 5-year action plan presented on screen.

Jim said he would like WG to work on the EAI Self-certification program, he said there are a lot more steps to take than just completing the document and the spreadsheet. Jim thinks it would be helpful to talk through what is involved in making the program. Mark agreed on brainstorming the components of the program and suggested going through them.

E1.1: Build self-certification tool to generate scores to determine Levels

A spreadsheet was designed to calculate the scores in the current situation, however, this could be improved by having a tool which would not overwhelm the user with complicated score calculations and different components or systems.

E2.1: Make it easier to experiment with a self-hosted working EAI system
E2.2: To create videos for helping E2.1.

WG is in the process of creating an SOW of these solutions.

E3.1: [Identify reference customers] (Top Priority)
E3.2: [Identify reference service providers] (Top Priority)

For both of these two parts, Mark said these were discussed without any action for the past two years. These are now marked as top priority.

E4: [Help the reference service providers perform the EAI Self-certification process]

This action item is to help through the whole program.

E5: [Technical community questions from the stackoverflow to be answered on the UASG blog]

Mark said this item was done two years ago with less than expected results.

E6.1: [Improve global support of EAI by engaging market leaders] (Low Priority)
E6.2: [ICANN has scheduled meetings, be prepared and hold those meetings and follow-up] (Low Priority)

These are now marked as low priority.

E7: [To follow up on the implications and results over the year]

From the list above, Mark proposed talking about E1, E2 and E3.
Jim commented that E1.1 is part of the EAI Self-certification program, while E2.1 and E2.2 are just supporting the people who adopt the program. The missing important piece is that UASG and ICANN could bring those vendors who are using the EAI terminologies to visibility. More documentation would be needed for using the self-certification guide, and links or QR code for easy access. E2.1 is an experiment to find out the solution to components, to figure out what works at all, and E2.2 is about making a video explanation, which would be more effective than a guide document. The Task for E2.2 is rewritten to make it only related to the self-certification guide, and the task in E2.3 is for self-hosting EAI system, E2.1.

Kunle suggested looking at the aftermath of running the self-certification tests. Having something to show that a particular system is self-certified as EAI ready would be great such as a logo or a badge or a place to showcase on a relevant website. After the self-certification, the system owner could complete the tests set from the guide, acknowledging their readiness level would be encouraging. Mark asked if this would be related to E3.2, and Jim answered that they were not. Jim acknowledged that Kunle's point is a good idea.

Mark asked Seda about ICANN wiki <https://icannwiki.org/>, and if the info on this site would move to the USA. Seda answered that the hosting company BlackKnight is doing updates for UASG.tech, and Mark agreed that it would be better to update the UASG.tech.

Jim and Mark started to discuss and prioritized the EAI Self-certification Program as to create the market segment is the most important action item. Jim asked if there would be buyers for EAI terminology, and Mark answered that ICANN org is a non-profit public-oriented organization, but a lot of activities are related to market making for the contracted parties.

Jim brought up the linkification problem of [.tube] and other TLDs, but Mark suggested capturing the already discussed points first. Jim suggested making a list under the title of Self-certification Program, and filling out the tasks.

Jim suggested making a wiki page relating to this and collaborating. Seda asked which part of the Self-certification page he would like to edit and would the badge awarded users be allowed to edit. Jim asked for updating a list of certified products who participated in self-certification. Jim referred to the page <https://uasg.tech/eai-certification/> and asked if it would be allowed to update the list. Seda suggested verifying their result would be a step between completing the tests and publishing their results or listing them as participants. Jim agreed that a wiki page would be too weak to prevent others listing themselves without actually going through the self-certification.

Meanwhile, Mark made edits in E2.1 , E2.2 and E2.3 and revised through E1 to E4. Jim said E4 would be the placeholder for verifying the claimed EAI readiness levels and listing the products and services, and also about where to keep the list, and maintain the edits. Mark added some placeholders such as Ex1, Ex2, before confirming the numbers of these action items. Jim said as a component for the certification, having a catalog number or registration number would be good. Kunle said keeping track of a product or a service or a website with an unique identification number is a good idea, and it would be easy to track the improvements. This would also be a way to authenticate the manager of a particular product. Mark agreed with having the unique numbers, and noted in the respective cell. Jim added that these unique numbers could be URLs that would be able to keep track of the product profile. Jim said one thing is support them using the self-certification guide, and getting in communication with the respective contact person who can answer the questions. The FAQ part may also be added to the guide after getting feedback from different participants. Currently, the technical questions would be sent to info@uasg.tech and Arnt would be the main contact to answer questions from our side. We might need a separate email address later.

Jim summarized that one is bringing attention to notable certified products, and the other is dealing with disputes about certification, especially if a person-A rates a product of a person-B and the ratings were disagreeable between them. Jim said as an example that if a company would like to know their product's level and would like to fix the problems, however, not willing to publish the scores, thus,

publishing the scores should be by request. Jim reminded WG that this is not about setting up a certifying infrastructure.

Mark listed the action items as in Ex items. Jim said he would observe the UA-Measurement WG to see if they could hire the similar type of vendors to do the certification of the leading email product providers. Jim said this is a good idea for the WGs to check in with each other. Mark agreed.

Please see the completed list of 5-year action planning in the spreadsheet.

Agenda#3: SOW
Seda and Arnt would work on this and simplify the options for the WG to review.

AOB (The next meeting)
Mark suggested changing the meeting time back to **15:00** UTC so that Abdalmonem and Nitin would be able to join. Yin May would follow up through emails and post to the UA-EAI mailing list.

Next meeting: Tuesday, **05** November 2023, **15:00** UTC

Action items:

No.	Action Item	Owner
1	Inform the WG for the new meeting time	Yin May
2	Come up with ideas of tasks, their descriptions and priorities offline (through mailing list)	WG
3	Convey Jim's message to the UASG leadership	Mark, Seda
4	Finalize the SOW for E2.1 to be able to call for proposals	Arnt and Seda