

# UA EAI Working Group Meeting

## 30 January 2024

### Attendees

Mark Svancarek

Abdalmonem Galila

Nitin Walia

Anna Bagdasaryan

Athanase Bahizire

Jim DeLaHunt

Kunle Olorundare

Arnt Gulbrandsen

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](#) [to be discussed offline on mailing list]  
EAI Self-Certification Program: [Plan Document](#)
3. How could the WG help for the upcoming UA-Day
4. AOB

Meeting recording: [Link](#); password %7\*^2td#b9

### Meeting Notes

#### Agenda#2: 5-year Action Plan for UA-EAI WG

Mark straight away started the meeting with discussion on the 5-year action plan. The document of planning the EAI Self-certification program was prepared by WG member Jim during the last meeting. The plan in the table format would be eventually completed, and to make it clearer to view for the WG on the self-certification program, the document was created. There are other components to accompany the self-certification guide, the scoring mechanism, the outreach and also the user support.

Jim explained about the action items in the [Plan Document](#). Mark added that descriptive text could be added later, Jim suggested adding all ideas to the document first. WG decided to accumulate the list in the sheet as the plan required to be at a high-level first. After that, the detailed planning document would be filled up for the step-by-step goals. Mark and Jim worked on the task



E2.1: UASG Resources as an example, the guiding videos would be still required in the future and it would become a recurring process. The details would be added to the list under “Tasks”.

The tasks and timeline expectations are added to the sheet. Mark would be sharing the complete list of action items of the five-year plan.

Jim also talked about sharing the information of the EAI related SOW, the Self-certification Guide and the Score Generation, the Self-certification Program, and a web page updating should have a protocol to be well managed. It was noted as an EAI micro-site in the document. Mark shared about the previously active website of : [ICANNwiki EAI Working Group](#) and [ICANNwiki of Mark Sv](#) , where the community people could edit and update.

Nitin suggested having a small team or a sub working group to manage the micro-websites of each WG’s updates. Jim agreed that it could be valuable. Jim summarized that the website needs to be focused on the EAI self-certification program and the five-year plan’s scope is less focused on this. Jim said the EAI self-certification program is ambitious and complicated, which would need more brainstorming and participation.

#### *Chat history highlights:*

*Nitin:* UASG.tech must have micro websites for all working groups so that each micro website pages can be managed by WG and any visitor all WG info is available at one place without much hunt or struggle

*Jim:* And, the work to set up such micro website pages is a valuable task for UASG over the next 5 years. Where in the 5-year Plan document that UASG is developing will this micro-website topic appear?

#### **Working on the 5-year planning sheet:**

Mark asked to confirm that the timeline to finish the five-year plan for each WG is by the end of January. Abdal added that the WG’s would update at the ICANN79 community update about this. The work of each WG would be synchronized with the Coordination WG. Mark also apologized for having delays in finishing the plan.

Jim said that brainstorming for the EAI self-certification program and putting the five-year plan before that could be less concrete. To Jim, the structure of UASG

and timelines are not effective. Jim suggested filling up higher-level action items for the five-year planning sheet and estimate timeline goals to finalize this before the end of the meeting. Mark agreed that adding the granular items could wait.

Mark helped the WG fill-up the missing cells in the five-year plan, the timeline column and the Priority. Along the way, WG discussed how the vendors are expected to perform each task briefly. Nitin said the WG would need to revise the vendor's idea and plan to decide what steps to be taken according to the priorities, and the SOW. Nitin said this five-year planning could allow larger projects which could run beyond one annual plan with longer term budget planning. Mark agreed, and suggested he would clean up the table and add more details after the meeting time and send to the WG's mailing list.

Meeting adjourned.

### **AOB: ICANN79 Prep-week Presentation**

Mark asked about the presentation slides and the scheduled time of UA-Coordination WG meeting. The updates would be sent separately later.

**Next meeting: Tuesday, 06 February 2024, 14:00 UTC**

### **Action items:**

<b>No.</b>	<b>Action Item</b>	<b>Owner</b>
1	Inform the WG for the new meeting time	Yin May
2	5-year action plan to be revised and concluded	Mark, WG
3	Presentation template to be shared to WG chairs before the prep-week updates	Seda