

# UA Communications Working Group Meeting

## 10 September 2019

### Attendees:

1. Ahmad Bakhat
2. Ajay Data
3. Amine Hacha
4. Anna Ludwig
5. Dennis Tan
6. Dušan Stojičević
7. Fouad Bajwa
8. Gwen Carlson
9. Ihtisham Khalid
10. Jane Sexton
11. Jessica Ranftl
12. Lilian Ivette De Luque
13. Peter Adeleye (Casey)
14. Poncelet Ileleji
15. Rahul Gosain
16. Roberto Gaetano
17. Sarata Omame
18. Sarmad Hussain
19. Shiva Upadhyay
20. Vivek Goyal

### Agenda

1. Welcome (Ajay)
2. Introductions – name and affiliation (All)
3. Role of UA Comms WG
  - a. Draft charter (Sarmad)
  - b. Overview of current activities (to discuss at a high level) (Jessica/Anna)
4. Admin matters (Sarmad)
  - a. Meeting cadence (half or one hour? Fortnightly?)
  - b. Use of alias – ua-comms@icann.org
5. AOB

### Meeting Notes

- **Welcome**
  - Ajay Data welcomed the UA Comms WG participants
- **Role of UA Comms WG**
  - Sarmad summarized the role of communications, reviewed the UASG action plan, including stakeholders and roles of different working groups, and introduced the comms WG charter.
  - **Action:** everyone to review the charter
- **Communications activities**

- Edelman provided an overview of activities including content and blog creation, case study development, social media and targeted media engagements.
- **Admin**
  - Moving forward, the group agreed on hour-long meetings.
  - Please use the alias to provide feedback and communicate with the broader group ([ua-comms@icann.org](mailto:ua-comms@icann.org)).

#### Action Items

No.	Action Item	Owner
1	Review UA Comms WG Charter	All