ATRT3 RT Plenary Call Report
Plenary Call #30
18 September 2019 –21:00 – 22:30 UTC

Review Team Members	Observers
Cheryl Langdon-Orr, Tola Sogbesan, Jacques Blanc, Vanda Scartezini, Sebastien Bachollet, Michael Karanicolas, Daniel Nanghaka, Ramet Khalili, Lui Yue, Demi Getschko, Pat Kane	Everton Rodrigues, Avri Doria, Jim Prendergast, Chantel Doerksen, Berry Cobb, Herb Waye
	ICANN Org Negar Farzinnia, Brenda Brewer
Apologies	
Maarten Botterman, Jaap Akkerhuis, Osvaldo Novoa, Jennifer Bryce	**Technical Writer** Bernard Turcotte

These high-level notes are designed to help ATRT3 Review Team members navigate through the content of the call. They are not meant to be a substitute for the recording or transcript, which are posted on the wiki here:
https://community.icann.org/display/atrt/Meeting+%23+30+%7C+18+September+2019+-+21%3A00+UTC.

The ATRT3 Review Team undertook the following during this session:

1. Welcome, roll call, SOI updates
See attendance record above. No SOI updates recorded.

2. Action items review (new and closed) inc. brief survey update
Negar noted that all travel arrangements to Singapore should be finalized. Team members to share with staff any outstanding issues regarding their travel, if applicable.
Bernie provided update on the survey results to date reporting currently we have 88 individual responses and 12 structured responses. The team will be finalizing the survey reponses updates in next few days and is drafting how the inclusion of responses in section five of the draft report might look. Presentation and update will be ready to present at next weeks meeting. It was noted that all the raw data on the surevey that was received will also be made available.

3. Any work party items for plenary attention (Board, GAC, Reviews, Community, WS2)
Cheryl noted that a lot of data coming out of surveys directly impacts outputs of the other work parties for reviews and communities that will be the next big block of work and that currently workstream 2 implementation has no update from our last one but that there work is coming into the reporting work where it can be refelected into the report once it is known.

Additianally Bernie noted that the board has responded to questions from the review team and continutes work on their response as a meeting with workstream 2 implemetation team is being organized for the end of the month.

Sebastien - nothing specific to add until report information can determine direction of additional work

Vanda – Round up for the hackers – work continues on item 4.0 for in work plan but the team did not feel the 20 Oct date would provide enough time for everyone to read and be comfortable before Singapore. The working group have all agreed to work to complete by 17th of Oct and has asked for modificaitons for this issue

Daniel – Reported having had a meeting and group is preparing to manage the data from the survey into the report

Micheal – Looking forward to survey results to inform work

Cheryl suggests the team begin to create alignment around the design of the report and as the team does a deep dive later in the meeting to consider report design needs in addressing taking questions that come up.

4. **Review proposed new work plan [docs.google.com]**
Bernie walked the team through the work plan, noting that it is intended to align with the approach to work and report structure.

Sebastien asked about a need for an additional face to face meeting. Cheryl noted there will be an agenda item at the Singapore meeting to discuss needs for additional F2F meetings as the work of the review progresses.

Action Item: Include an agenda item for the Singapore meeting to consider additional F2F meetings needed to finalize work of the review.

5. **Deep dive on report [docs.google.com] - complete vs. outstanding sections**
Bernie reviewed current updates to the draft conclusions and noted that until survey and analysis was done no further deep dive at this time is needed.
Survey results available to date and proposed layout for addressing the information was reviewed including GAC response and Negar noted RSSAC also submitted a response as well. In review of Section 9.3 Cheryl noted to think about what parts we might want to start socializing prior to public comment with your groups in ICANN meetings and send out ideas on this to the list.

6. **AOB**
Cheryl noted that starting next week, the plenary agenda will be focusing on the survey results in detail.

Decision: Extend the plenary meeting durations to two hours, going forward and until the Singapore F2F meeting.

Action Item: Staff to check if 21:00 UTC plenary meetings can start at 20:00 UTC to see if we can revert back, ensuring that starting the meeting at 20:00 UTC does not interefere with other major meetings of SO/ACs.

7. **Confirm action items / decisions reached**

Action items / decisions reached were read for the record.

Consensus reached on decisions/action items: Yes