

IFRT Plenary Meeting #4

[IFRT Plenary Meeting](#), 21 January 2020

Review Team Members: If you have corrections, please email Amy at amy.creamer@icann.org

Agenda:

1. Welcome
2. Agenda Bashing
3. Administrative Items
4. Send ICANN Board update regarding approved Rules of Engagement, Scope of Work and Workplan
4. Scope of work (continue read through) – Approve by first meeting in February
5. Work Plan (time permitting)
6. IANA Naming Functions Contract review
7. Preparation: request for community feedback
8. IANA Webinar (reminder) – 24 January 1700-1830 UTC Next Meetings:

February 4th, 17:00 UTC

February 18th (time TBD)

February 25th (time TBD)

9. AOB

High Level Notes

Scope of Work:

- Continued and final reading of [Scope of work](#); some minor changes made
- Anticipate the team approving it at the 04 Feb 2020 meeting

Work Plan

- Will not read the Work Plan out-loud but instead asked team to review and come with comments to the 04 Feb 2020 meeting

Community Input Plan

- Team felt it was too early in the Review life-cycle to discuss.

- Re-iterated that a Community Input could potentially stretch out the length of the review

“IANA Training”:

- Reminder of invites sent to team; will be recorded and posted on the wiki

Review Team Meetings

- Will begin rotating times of future meetings

Decisions:

- NONE

Action Items:

- Next Plenary call, approval of the Scope of Work
- Review Team asked to review the draft [Work Plan](#) for discussion at the next meeting.
(homework for the Review Team)
- Amy will send out a copy of the IANA Naming Function Contract with notes providing links to PTI deliverables that are available on-line
- IANA Training Session happening this Friday
- Doodle Poll to be sent out to determine time for next meeting